

AHRA CHO

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EDUCATION

May 2011: **TESOL/TESL/TEFL Certification**

- Oxford Seminars, Ontario, Canada

September 2005 – June 2011: **Bachelor of Animal Physiology**

- University of Toronto, Ontario, Canada
- Minor: Physiology & Zoology

WORK EXPERINECE

April 2008 – July 2009: **Waitress / Hostess**, TOKO Bistro & Bar, Toronto, Canada

- Collaborated with other members of the team to optimize customers' positive experience
- Resolved public relation matters such as settling order mix ups and disputes
- Managed all cash and credit card transactions
- Trained new employees

March 2007 – April 2008: **Store Manager**, BNC Bakery, Toronto, Canada

- Responsible for opening and closing the store
- Dealt with customers such as answering customers' questions, and providing information on procedures or store policies
- Managed cashiering activities and sales

October 2007 – May 2008: **Private Tutor**, Toronto, Canada

- Supported high school level student for improvement in Math and Biology

July 2007 – August 2007: **Private Tutor**, Seoul, Korea

- Taught elementary level student for improvement in English

July 2007 – September 2007: **Internship**, Sam-Ik Dentist, Seoul, Korea

- Scheduled patient's appointments
- Responsible for cleaning, organizing, opening and closing
- Responsible for other duties as assigned

March 2007 – February 2008: **Private Tutor**, Toronto, Canada

- Taught high school level student for improvement in Math

November 2006 – March 2007: **Waitress / Hostess**, Rolu Restaurant, Toronto, Canada

- Responsible for taking orders, opening and closing the store
- Provided quality customer service in fast paced team environment
- Managed all cash and credit card transactions

October 2003 – March 2005: **Cashier**, McDonald's Restaurant, Nova Scotia, Canada

- Developed multitasking skills such as taking orders by drive thru and preparing the orders at the same time
- Trained new employees
- Cooperated in a team based environment that delivered quality standardized methods to actualize product preparation and customer focused service

October 2001 – August 2003: **Store Manager**, International News, Nova Scotia, Canada

- Calculated total payments received during a time period and reconciled this with total sales
- Maintained a respectable presentation of the store to the public
- Filed and recorded incoming invoices and pay vendors
- Managed cashiering activities such as purchasing, returns, and exchanges

VOLUNTEER EXPERIENCE

- IWK Hospital Gift Wrapping, Nova Scotia, Canada – September 30 2003
- IWK Hospital Gift Wrapping, Nova Scotia, Canada – September 28 2004
- Community Clean-up Day, Toronto, Canada – April 22 2006
- Dano Festival, Toronto, Canada – June 3 2006
- Peace Marathon, Toronto, Canada – October 1 2006
- Community Clean-up Day, Toronto, Canada – May 16 2007
- Dano Festival, Toronto, Canada – June 2 2007
- Community Clean-up Day, Toronto, Canada – April 18 2008
- Dano Festival, Toronto, Canada – June 7 2008
- Peace Marathon, Toronto, Canada – October 4 2008

ACHIEVEMENTS & ACTIVITIES

- Junior High Instrumental String Orchestra - Violin, Nova Scotia, Canada
- Grade 9 piano RCM
- 2nd place in Nova Scotia Kiwanis Music Festival in 2002 – Piano
- Recreational Coordinator: April 2006 – April 2007, University of Toronto Korean Student Association (UTKSA)
- Senior Recreational Coordinator: May 2007 – April 2008, University of Toronto Korean Student Association (UTKSA)
- General Manager: May 2008 – April 2009, University of Toronto Korean Student Association (UTKSA)

SKILLS & EXPERIENCE

- Foreign Language(s): Korean
- Interests: Travel, sports, reading
- Travel: US, Dominican Republic, Philippines
- Skills: Leadership, communication, organization

PERSONAL DETAILS

- Birth: South Korea – August 16 1986
- Citizenship: Canadian
- Mother Tongue: Korean
- Marital Status: Single
- Health: Excellent

REFERENCES

Available upon request