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Richard Moore

January 27, 2013

Richard L. Moore

New Seoul Apt. 206 Dong 303 Ho

Gyeyang-Gu, Incheon-Si

South Korea

**Education**

**Eastern Oregon University** Currently Obtaining

La Grande, Oregon

Masters in ESL

**Corban College**  Sept. 2005-May 2009

Salem, Oregon

 Bachelor of Science: Physical Education

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**Work Experience**

 **Feinschule English Institute -** *Incheon, South Korea* Sept-2012-Present

 English Language Instructor

  Teach students between the ages of 4-11

  Create lessons focusing on vocabulary, grammar and conversational English

  Give formal presentations to parents and prospective students during open-houses

  Perform managerial duties such as conducting interviews and            creating official documents

**Moscow Economic School –** *Moscow, Russia* Aug. 2009-June 2012

Head American Teacher

  Performed duties such as writing contracts, tax papers and teacher   documents

  Taught physical education, arts and crafts, drama and English lessons

  Was responsible for creating my own curriculum for grades K-2 within the subjects I taught

  Was in charge of the 2012 summer school program for grades K-6

 **Four Corners Elementary School –** *Salem, Oregon* Mar.-Apr. 2009

 Intern Teacher

  Assisted and co-taught full-time for P.E. and health

  Taught a self-created 5 week unit on human anatomy

  Helped with the afterschool gym program

**Sprague High School –** *Salem, Oregon­*
 Jan.-Mar. 2009

 Inter Teacher

  Assisted and co-taught full-time P.E. and weight training classes

  Taught a self created 8 week basketball unit focusing on dribbling

To whom it may concern,

I am very eager to obtain a teaching position at respected school. I have been certified in the state of Oregon to teach K-12 physical education and have received a Bachelor of Science within the same field from Corban College in Salem, Oregon.

After graduating in 2009 I moved to Moscow, Russia and worked at Moscow Economic School for 3 years. I was hired as the head American teacher at the school and primarily worked with students between the grades of K-2. My duties as a teacher included developing and instructing P.E., ESL, native English, arts and crafts and drama classes. All lessons had to adhere to both International Baccalaureate and Russian standers. Since the school did not provide a curriculum for these subjects I created everything from scratch. My duties as the head American teacher included such tasks as writing contracts, official school documents, tax documents, running orientation seminars for incoming American teachers and acting as a liaison between the Russian administration and American teachers. During my last year in Moscow I was asked to create and lead a 3 week summer school program for grades K-6.

In August of 2012 I started working at Feinschule English Academy in Incheon, South Korea. It is solely an English School for students raging from 4-11 years old. Right now I teach classes focusing on grammar, vocabulary and conversation. Since being employed with Feinschule, I have been asked to conduct interviews, create official documents and give presentations at multiple branches displaying the franchises curriculum to prospective clients.

To touch on my teaching philosophy, I implement the Constructivist learning theory into my daily lessons. I do this by acting as a facilitator; i.e. providing lessons that required students’ active participation. As a result, my students are able to make discoveries as well as connections to the many different themes we cover in class.

Thank you for taking the time to review my documents. I look forward to having an opportunity to meet with you to discuss how I could contribute to your school.

Sincerely,

Richard Moore