June 29, 2011



To whom may it concern,

I am writing in regards to the work as an English instructor.

I have been working at English schools in many different countries including Mexico, India and the U.S.

I have been combining my skill with my passion in travel, and applied to teaching English and managing events. Currently I’m teaching English in Pohang. My students are from 4yr~12yr. I also teach adults’ class at night.

Prior to that, I have worked in Sankisa, educating local children in remote villages. I taught English to the children who had never had a chance to learn English. It was extremely rewarding to see that I’d make a difference.

In 2006 and 2007, I went to Mexico and taught English at Consejo Language Institute in Mexico City. There, I acquired and further my English teaching skills in addition to my experience at Berlitz language center in Beverly Hills where I got my “Berlitz Language Instructor’s Certificate”.

Prior to that, I was a PR manager at PAVA(Pacific American Volunteer Association.) for many years. I was in charge of organizing events, making contacts and reaching out to local communities. Other experience includes as an Account Executive at a public relations firm called Strategy Workshop, Inc. in downtown Los Angeles. I was in charge of community reach-out in the companies whose clients include Los Angeles World Airports and South Coast Air Quality Management District.

I enjoy and thrive in meeting new people and work on their issues together as well as challenging team environment, and am eager to transfer my skills to dynamic situations.

Thank you for your consideration. I look forward to an opportunity to discuss my skill with you directly, please feel free to call me or email anytime.

Sincerely,

Shane Kim

Shane Kim

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**RESUME**

***Objective*:** An English teacher for academic classes, English villages, etc…

***Skills*:** Teaching English. ESL teaching, English speaking preparation, English interview preparation, PR(Public Relations), Event Organization, Computer skills such as Microsoft Works, Excel, Access, Timeslip

***Work History*:**

Cherevil English Village, Pohang, Korea English Teacher

Party Park India School, Sankisa, India English Teacher

Consejo Language Centre, Mexico City, Mexico English Teacher

Berlitz Language Institute, Los Angeles, CA Language Instructor

KAC, Los Angeles, CA English Translator

Pacific American Volunteer Association, Los Angeles, CA PR Manager

Strategy Workshop, Inc. Los Angeles, CA Account Executive

Pacific Entertainment Center, Huntington Park, CA Office Manager

***Education*:** Yon Sei University, Bachelor of Science

***Certificate*:** Berlitz Language Instructor’s Certificate

Reference available on request