**68 Dominion Gardens Drive, Georgetown, ON, L7G 6B3**

 🕿 **905-877-5353 🖳 mikeschira@hotmail.com**

**Michael Schira**

***Objective***

To obtain a position in the workplace that expands knowledge and skills required for business and leadership.

***Teaching Related Experience***

Nov 2012 – Current

English as a Second Language Teacher, Daegu, South Korea

* Conduct speaking lessons with elementary and middle school students
* Design lesson plans for maximum effectiveness for learning potential
* Correct student’s homework and essays
* Implement speaking tests and assess students current skills and abilities

January 2001 – September 2002

Caregiver, Georgetown, ON

* Control and care for children
* Prepare children for rest periods
* Organize and create fun activities or games for participation
* Prepare meals and snacks for children
* maintaining disciplinary measures as directed by parents of children

April 2004 – November 2005

Peewee Football Coach, Georgetown, ON

* prepare drills for young players to learn the fundamentals of football
* assess players’ skill levels so they may be adequately prepared for games
* participate in drills to demonstrate proper technique
* travel with team and display values of a successful role model
* create environment of fun as well as one for learning
* Attended once a week practice and once a week games with players

September 2005 – June 2006

Information Technology Tutor

* Assessed peer students skill level when working with computer programming modules
* Assisted peer students in performing programming tasks and completing homework
* Designed plans to aide in learning about programming languages (i.e. design a simple program to perform simple task)

***Other Experience***

Aug 2011 – Present

Assistant Store Manager at Sherwin-Williams Paints, Milton, ON

* Taking leadership in delegating duties to other team members as required
* maintaining high level of customer service at all times, building customer relationships for repeat sales
* making inside sales calls to help build the business, processing of POS duties
* management of both accounts receivables and accounts payables management
* maintaining and regulating inventory checks to ensure at optimum levels
* effectively managing staff to achieve company’s goals, address any concerns that they may have as it relates to business or personal
* building and motivating teamwork

Sep 2010 – Aug 2011

Customer Service Representative at ICI Paints, Guelph, ON

* Be responsible for promoting ICI Paints merchandise to customers
* Provide advice on various products and applications
* Tint, mix and colour match paint by following ICI Paints formulas

Apr 2008 – Sep 2008

Machine Operator at Urban Images Milton, ON

* Removing plastic parts from large iron mouldings
* Operating machine controls such as oven temperature and cooling time
* Removing imperfections from plastic parts

May 2007 – Aug 2007

Student Painter at Works Painting Georgetown, ON

* Properly preparing space for painting
* Sanding and removing old paint
* Applying necessary coats of paint – both interior and exterior

July 2006 – Aug 2007

Cashier & Gas Attendant at Georgetown Esso Georgetown, ON

* Collecting cash
* Filling propane bottles/tanks
* Full-Service Attendee

***Education***

**October 2012 – Completion of Canada approved TESOL Certificate**

Sep 2007 – Apr 2011 Graduate of University of Guelph, Guelph, ON with a Bachelor of Commerce in Marketing Management

Sep 2001 – Jan 2006 Attended Christ The King Secondary School Georgetown, ON

***References***

References are available upon request.