Dear Madame or Sir:

I am sending this resume in response to your posting on Dave’s ESL Café. I am seeking a position in which I work in the morning and/or afternoon. My preferred location is anywhere on the Seoul subway system.

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Employment:

Parts Coordinator, 2007-2010

Doepker Industries Ltd.

Annaheim, Saskatchewan, Canada

Senior Editor, 2001-2006

Korea Economic Report

Seoul

English Professor, 2000-2001

Gwandong University

Gangneung, Gangwon-do, South Korea

English Conversation Teacher, 1998-2000

Global FLI (Adult Institute)

Yeongdeungpo-gu, Seoul

English Conversation Teacher, 1997-1998

SLP (Children’s Institute)

Nowon-gu, Seoul

English Conversation Teacher, 1995-1996

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Education:

Bachelor of Arts (major in Economics)

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References:

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