**SEUNG HWAN LEE**

**+ 64 21) 231 6185 – a880525@hotmail.com**

My name is Seung Hwan Lee and I strongly believe in a work hard-play hard attitude when it comes to striving for the best in my work and studies. I feel confident in my ability to contribute to your company culture of excellence.

I am a Bachelor of Commerce undergraduate student at the University of Auckland, majored in Accounting and Commercial Law.

I would like to work in Korea, especially in Seoul, as an English teacher after graduating my university course in July 2010.

I have been in New Zealand for approximately 10 years. I came to New Zealand in 2000. I am very fluent with both Korean and English. I have an experience as an English teacher at private school in Korea and also as a private English tutor. I also possess a Trinity TESOL certificate. If you give me an opportunity, I will prove myself to be the right choice.

I can be easily contacted by phone or email as I can answer the phone any time and I check my e-mail often. I would like to take an opportunity to discuss the value I can bring to your organization in the future. I appreciate your consideration and look forward to meeting with you.

**Yours faithfully,**

**Seung Hwan Lee**

# CV of Seung Hwan Lee

# **제목_없음124**

# Personal Details

Name: Seung Hwan Lee

Date of Birth: 25 May 1988

Address: 18 Wineberry Place Albany, Auckland

Phone: +64 21) 231 6185

Email: [a880525@hotmail.com](mailto:a880525@hotmail.com)

Nationality: Korean

New Zealand Citizen

Education

**2000-2001: Graduated Bucklands Beach Intermediate**

**2002-2006: Graduated Macleans College**

Achieved NCEA in the following subjects

* English
* Calculus
* Statistics
* Art history
* Mathematics
* Chemistry
* Accounting
* Economics

**2007-2009: Attending University of Auckland (Bachelor of Commerce)**

**\*Will be graduated in July 2010.**

**2009: Gained Trinity TESOL Certificate**

Employment History

**English Institute in Korea – Jongro M School Soo Sek Branch (Nov 2008 – Feb 2009)**

- worked as an English teacher

- increased most students’ results for their school examination

**Accounting House (2009)**

- worked as a volunteer under Korean Chartered Accountant

- became familiar with the systematic accountancy tasks

- enjoyed the work atmosphere as well as getting along with colleagues

Profile

* Process strong analytical and problem solving skills, with the ability to make well thought out decision.
* Detail-oriented, efficient and organized professional with good experience in accounting systems
* Highly trustworthy, discreet and ethical
* Excellent verbal communication & human relation skills
* Resourceful in the completion of projects, effective at multi-tasking
* Business-oriented attitude
* Very team-oriented as well as focusing on the individual’s effort

Skills

|  |  |
| --- | --- |
| **Type of skills** | **Explanation** |
| Academic  Achievement | I have successfully attained the National Certificate in Educational Achievement (NCEA) Level 1, 2 and 3. |
| Time Management | Tight deadlines with school work means that I have had to manage my time to make sure that I get all my work done. |
| Self Management | Work load of part time work and commerce studies are effectively managed through timely plan and commitment. |
| Technical Skills | Taking a Bachelor of Commerce Degree from the University of Auckland, majoring in accounting. |
| Relationship Management | Developed professionally entrusted and close relationships with chartered accountants.  An ability to consistently communicate with adequate written referenced working papers and clearly written objectives of service requirements and relevant matters.  Involved in the timely resolution of issues through effective communication and the application of expertise.  Through a positive and energetic attitude, I was able to influence staffs to be responsible and constructive. |

Interest

I like to spend time with friends and family. I am also interested in languages, sport and human relations, and am considered out-going and a great ‘team-player’ by my peers. I hold a restricted New Zealand drivers license, and own a car, which compliments my organizational abilities and flexibility. I love photography and movies. I like to spend my free time on learning photography.

Reference

**University of Auckland**

0800 61 62 63

Private Bag 92019

Victoria Street West

Auckland 1142, New Zealand

**Accounting House**

Jay Lee (Chartered Accountant)

Phone: +649 379 0066   
Address: 2B, 198 Federal St, Auckland, New Zealand   
Mail: PO Box 5040 Wellesley St, Auckland, New Zealand