**ALEX B. MOSESMAN**

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**RELATED WORK EXPERIENCE:**

*Jungchul*, Songdo, Korea, 2010-2011

 Taught adult English discussion classes

 Taught international school preparatory classes

 Designed sample exams and interview questions for international school classes

*International Language School (ILS)*, Yongin, Korea, 2009–2010

 Taught English classes ranging from kindergarten to elementary

 Designed teaching materials including, but not limited to, assessment tests

and art projects, using computer software

 Specialized in teaching science

*TOPIA*, Pyeongchon, Korea, 2008–2009

 Taught English classes ranging from elementary to middle school

 Composed lesson plans for all classes

 Wrote report cards for each student

 Taught various subjects in English, including math, science and current

events

*Sogang Language Program (SLP)***,** Suwon, Korea, 2007 – 2008

 Taught English classes ranging from kindergarten through middle school

 Composed lesson plans for most classes

 Wrote report cards for each student

 Designed monthly test papers

 Constructed class materials

 Provided care for young children

**EDUCATION:**

The Pennsylvania State University, College of Communications, University Park,

Pennsylvania

 Bachelor of Arts Degree, Media Studies, Film/TV Studies Option, conferred May 2006

 Minor, American Studies

*Relevant Courses:*

 Computer Graphics and Design

 Computer Science

 Video/ Film making and Editing

 Film Theory and Criticism

 Political Economy of Communications

 Mass Media and the Public

**ADDITIONAL WORK EXPERIENCE:**

*The Nittany Lion Inn***,** State College, PA, May 2005 - March 2007

 Supervised other employees ensuring all tasks were fully and successfully

executed

 Participated in all events and functions held within the workplace

 Duties included setting up audio/visual equipment for conferences, as well

as tables, risers, projectors, portable screens, and other devices

 Established and maintained good oral communication with co-workers, Inn

personnel and guests.

*W. S. Lee,* State College**,** PA, August 2004 - May 2005

 Primary job was delivery driver of bulk goods

 Included loading, unloading, and delivery of goods to various restaurants

and other businesses throughout the Centre County region

 In-store duties included unloading of trucks using a forklift and palette jack, as well as the stocking of goods

*Wild Card***,** State College, PA, August 2002 - May 2004

 Served as clerk and cashier, managing the store in the absence of the

General Manager

 Duties included opening and closing the shop, counting and depositing all money transactions and keeping track of all records

 As acting manager, my role was primary sales associate, providing quality

customer service, as well as stocking merchandise.

**SUMMARY OF QUALIFICATIONS:**

 Experience in conducting children in a classroom environment

 Proficient in Microsoft Office, Microsoft Publisher, Adobe Photoshop, Adobe

Illustrator, Internet Applications, Minitab, Adobe Premiere

 Extensive background in Graphic Design, Editing, and Production

 Strong sense of responsibility in directing others to ensure tasks are

completed thoroughly and efficiently

 Good organizational, verbal, interpersonal, and writing skills

 Proficient in writing lesson plans for all classes

**INTERESTS:**

 Reading, traveling, graphic design, music production, the outdoors, kayaking,

photography, and personal fitness.