**Joon Nam**

19608 Pruneridge Ave. #8305 Cupertino, CA 95014

Messages: 408.873.8603 (H) / 010.9315.9795 (C)

Email: joon.nam@gmail.com

(Currently in Seoul, Korea)

**Objective**

A career with a progressive organization that will use my education, skills, abilities and experience in an executive capacity, where I can effectively contribute to operations in any capacity that best matches my skills and experience.

**Experience**

**CJ Group / JS Communications & CJ Mooter (02/05/10 - Currently Working)**

*Finance & Administration Team*

* Executive Assistant
* Security / Driver
* Business Conversation English Instructor / Speaker

**English Instructor – Seoul, South Korea**

*Korea Herald Institute (06/01/09 – 03/30/10)*

* Part-Time Business Conversation English Instructor

*IAN (05/01/09 - 12/31/09)*

* Middle School Level Academic English Instructor

*Soriclub (10/18/08 - 01/30/10)*

* Part-Time Business Presentation English Instructor

*TOPIA (09/01/08 - 04/17/09)*

* Elementary School Level English Instructor

*Sonic Language Solutions (12/01/08 - 03/31/09)*

* Part-Time Business Conversation English Instructor to CJ Systems Vice President

*English Channel (09/01/08 - 11/28/08)*

* Part-Time Business Conversation English Instructor to SK Broadband Employees

*Chung Dahm Global Rookie Club (07/14/08 – 08/16/08) – Naju, South Korea*

* Summer Camp Program (One Month) Elementary English Instructor

**Hangil Trade Inc. - Santa Clara, CA (09/2007 – 03/2008)**

*Purchasing Manager*

* Seeking reliable vendors or suppliers to provide quality goods at reasonable prices
* Negotiating prices and contracts
* Reviewing technical specifications for components
* Determining quantity and timing of deliveries

**Entertainment Works - Oceanside, CA (04/2007 – 08/2007)**

<http://www.eworksinc.com/>

*Market Research Analyst*

* Analyzed statistical market data on entertainment products
* Assisted in the development and preparation of market research surveys
* Assisted Partners in teamwork and support for day-to-day tasks
* Developed communication and interpersonal skills through consumers

**White Information Networking - Seoul, South Korea (08/2006 – 09/2006)**

<http://www.win.co.kr/>

*Research Intern*

* Shadowed CEO on sales presentations at various business locations
* Created reports on classified market research information
* Interacted and assisted in projects with the marketing and web development divisions
* Experienced the work environment of a Korean Global HR company

**Academics**

**University of California, Riverside - Riverside, CA (09/2005 – 06/2008)**

<http://www.ucr.edu/>

*Bachelor of Science, Business Administration*

* UCR SAA (Student Alumni Association - <http://www.alumni.ucr.edu/saa/>) – Social Chair
* UCR AMA (American Marketing Association) – Social Chair
* UCR Taekwondo - Founder
* Best Buddies (<http://www.best-buddies-riverside.blogspot.com>)