**Doria J. Garms-Sotelo**

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**EDUCATION**

Master of Education in TESOL, March 2012

Grand Canyon University, Phoenix, Arizona

Bachelor of Science in Computer Information Systems, March 2002

DeVry University, Atlanta, Georgia

Associate of Arts in Fashion Design, March 1995

American Intercontinental University, Atlanta, Georgia

**QUALIFICATIONS**

* 5 years teaching experience in 3 different countries.
* Wrote the syllabus and final exams for one of the top medical Universities in Korea.
* Taught students in 5th and 6th grade in Korea how to write resumes in Microsoft Word.
* Ability to learn foreign languages fast and easily.

**JOB HISTORY**

**Gubong Elementary School** Hwaseong City, Korea 04/2009 – 04/2010

* Taught grades 1 to 6.
* Encouraged students to compare answers in class and do role playing.
* Arts and crafts were introduced.
* Games in English were played to encourage the students to speak more English to each other.

**Sun Moon University** Asan, Korea 03/2008 – 03/2009

* Taught international students.
* Current events were debated on.
* Different places of the world were talked about as well as the different kinds of food.

**Asan Project**

* Taught at a boy’s middle school.
* Students were taught reading, writing, and conversational English.
* Students were put in groups and encouraged to work together.
* Every effort was made to make the class fun and excellent in English.

**Pochon CHA University** Pocheon, Korea 02/2007 – 03/2008

* Taught University level to medical school students.
* Students were taught conversational English, listening (lab), and reading and writing.
* Explained how to write a good essay.
* Encouraged students to work in groups and compare answers with each other.
* Facilitated syllabi’s and exams with other English teachers.
* Provided advice on the scripts for the English Performance.

**Doria J. Garms-Sotelo**

**214-422-0151**

B**righton English School** Jeonju, Korea 08/2006 - 01/2007

* Taught students how to make puppets and put on a puppet play.
* Educated students on how to use a compass and to find countries on the map.
* Explained how to write a resume and research on the web.
* Provided advice on how to write better resumes.
* Provided advice on how to write better essays.
* Explained how to use Microsoft Word and instructed how to use the spell checker.
* Provided tips on saving money and investing.

**Children’s Museum** Atlanta, Georgia 2006

* Administered safe learning experiences for Elementary school children.

**Peace Corps Training** The Republic of Georgia 03/2003 – 05/2003

* Persuaded English teachers to initiate lesson plans to achieve schools’ goals.
* Expedited team teaching of grades 3 to 6.
* Coached students to learn more English.
* Translated Georgian to English for host family to become more familiar with the language.

**DeVry University** Decatur, Georgia 03/1998 - 03/2002

Tae Kwon Do President

* Managed the Tae Kwon Do club, interviewed instructors, organized and facilitated meetings.
* Organized car washes to raise money for classes.

**Fulton County Public Schools**  Atlanta, Georgia 08/2001 – 10/2001

Drama Teacher

* Directed various children's plays performance for grades 1 to 5.
* Trained students how to act out parts in Little Red Riding Hood and Three Little Pigs.

**LifeLink Network for Children** Atlanta, Georgia 12/2000 - 03/2001

Internship

* Administered donations and repaired as well as installed hardware and software for computers to be

donated.

* Provided training on hardware and software.
* Performed trouble-shooting on hardware.

**AWARDS**

**Computer City** Atlanta, Georgia 1994 - 1995

* Accomplished employee of the month in 2 times a row for giving superior

customer service to customers in helping them pick out the right computer

machine for them.

**Photographers Forum**  Atlanta, Georgia 1993

* Achieved the honorable mention award for taking a picture of a man on the side

of the road repairing shoes taken in Sri Lanka.

* Picture was published in the annual Photographers Forum yearbook.

Korea teacher resume updated 02/15/2011