Peter Gene Hwang

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Torrance, CA 90505 (310)387-9661

EDUCATION

CALIFORNIA STATE UNIVERSITY, LONG BEACH

Bachelor of Arts, Sociology

Graduation Date: December 2009

EXPERIENCE

GolfBuddy Deca International Corp., La Palma, CA August 2010-May 2011

*Technical Support/Repair Department*

* Provided solutions to customer inquiries and suggestions through phone calls and emails.
* Repaired customer units and accessories, as well as charging them for the service.
* Managed reports of customer units which were lost, stolen and/or found.
* Gained trust and provided reassurance towards customers who were unfamiliar with our products.
* Created reports of solutions to common problems with suggestions towards improvements within the department, its efficiency and future products.

Metro International Co., Santa Ana, CA January 2005-August 2008

*Marketing Representative/Assistant Manager*

* Implemented sales and marketing strategies which increased total company revenue by $150,000.
* Created delivery routes for direct distribution of products to retail businesses.
* Negotiated deals and contracts with supermarkets and corporate offices to distribute our products.
* Traveled door-to-door to make sales and deliver products to businesses.
* Developed and maintained good relationships to gain customers’ trust and confidence in our plants and flowers.

ACTIVITIES

Reaching Our Community, Artesia, CA September 2008-June 2010

*Volunteer Tutor*

* Tutored classroom sizes of 4-6 students.
* Assigned worksheets that challenged students in writing, reading and math.
* Mentored and developed friendly relationships with students.
* Assisted director in preparing healthy snacks for children.
* Suggested and helped plan field trips that would benefit the children (ie: college campus tours, museums, aquariums, etc.)

Hagos International School, Asmara, Eritrea July 6th, 2008-July 26th, 2008

*Volunteer Teacher*

* Instructed a co-ed 4th grade classroom of 15 students
* Assigned worksheets that challenged students in writing, reading and math.
* Prepared lectures with references to the Bible, in a Vacation Bible School environment.
* Provided suggestions to the school principal/pastor in improving school safety.
* Created teaching material to challenge each individual, for the purpose of efficient learning.

SKILLS

* Proficient in all Microsoft Applications including Word, Excel, and PowerPoint.
* Patient love and care towards children.
* Ability to multi-task in a fast paced working environment.