**ANTONETTE VENUS CORREA **

 117-23 Gunja-dong,

Gwanjin-gu, Seoul, Korea

Email: tonicorrea6@yahoo.com

Phone 010 8693 5761

**PERSONAL DETAILS**

 Birth: U.S.A. 10/04/1977

 Marital Status: Single

 Citizenship: United States

 Mother Tongue: English

**EDUCATION**

 2000-2004 Fashion Institute of Technology

 New York, NY, USA

* Bachelor of Science – International Trade and Marketing

**TESOL/TESL TRAINING**

 2008

 Miami, Fl, USA

* Oxford Seminars TESOL/TESL Certification

**EXPERIENCE**

 **May 2008 – Present ESL Teacher, Chungdahm Learning Institute, Seoul, Korea**

* Teach English as a second language as instructed by company guidelines and methodology to elementary and middle school students
* Conduct IBT test and utilize rubrics to grade speaking and writing sections of the test
* Foster trusting relationships with students and support them in all aspects of class material including internet based homework
* Encourage student participation in academic contests
* Attend and participate in faculty workshops to continually provide class quality to students
* Volunteer work teaching at a local orphanage representing CDI
* PowerPoint presentations on class material and objectives for parents as potential clients

**Jan. 2007- May 2008 Admissions Adviser, American InterContinental University, Weston, FL**

* Conduct interviews and evaluate each prospective student based on their motivation and qualifications, in accordance with all accrediting agency standards and requirements
* Present information in an ethical manner to prospective students regarding degree programs and tuition
* Verify criteria for admission
* Complete and maintain all required paperwork and data entry
* Conduct tours of the university for students and parents

**RELEVANT SKILLS & AWARDS**

 Placed top instructor (S) by students and management out of 24 instructors, Summer term 2009, CDI

 Placed in the top 10% of instructors, company-wide, Summer term 2009, CDI

 Faculty Assessment System Bonus, Fall term, 2008, CDI

 Certificate of Appreciation, 1st Quarter 2007, AIU

 Certificate of Achievement, March 2007, AIU

 Placed third nationally in enrollments for March 2007, AIU

 Certificate of Achievement, February 2007, AIU

 NY Minority Honor Scholarship, September 2002

 Microsoft Word, Excel, PowerPoint, Access, Public Speaking

 Conversational Spanish

 Conversational Korean

 Interests: Tennis, Softball, Basketball, Swimming, Film, Novel and Script Writing, Fashion Design, Art, Music

**REFERENCES AVAILABLE UPON REQUEST**