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| **William H. Lee****Citizenship : USA ▪ Date of Birth : 18 September 1979** |

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| **Address** |
| 159 South Pitt Street Apt.3 Carlisle, PA, 17013 USA |

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| **Profile** |
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|  **Objective** | To secure a position in a challenging work environment where my unique set of experiences, skills, and education enables me to make a positive contribution  |
| **Availability** | September 2013 |

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| **Education** |
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| **2012** | **TEFL Certification - *“Master’s Diploma (120 Hours)”***Bridge – Linguatec TEFL On-line Course |
| **2005 to 2006** | **PA Teacher Certification**Wilson College, Teacher Intern Program, Chambersburg, PA |
| **1997 to 2003** | **Bachelor of Science - *“Kinesiology”***Penn State University, School of Health and Human Development, State College, PA |

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| **Work Experience** |
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| **Sogang Language Program, Pyeongtaek, Korea** |  |
| **English Teacher** | **September 2012 – May 2013** |
| * Taught children of all skill levels ranging from kindergarten to middle school;
* Maintained a classroom environment that was both stimulating and encouraging;
* Created monthly lesson plans that promoted academic growth;
* Effectively assessed each student’s progress, adjusted teaching methods accordingly, and prepared monthly progress reports for parents;
* Instituted positive classroom management strategies and disciplinary programs that properly handled behavioral issues;
* Developed great working relationships with co-teachers that resulted in efficient classroom adjustments;
 |
| **Young’s Supermarket, Harrisburg, PA** |  |
| **Manager**  | **June 2003 - August 2012** |
| * Primary spokesperson for all business affairs;
* Addressed all customer service issues and supervised employee training programs;
* Responsible for weekly bank deposits and all other bank transactions;
* Maintained, ordered, and stocked inventory applying cost control strategies;
* Developed relationships with customers, venders, and co-workers;
* In charge of marketing and business development functions;

**Penn State University, State College, PA** **Intern – Disability Recreation & Ability Athletics January 2003 – May 2003*** Assisted in the training of two Penn State Ability Athletes;
* Mentored developmentally challenged teens specifically in a pool setting;
* Designed, presented, and implemented an exercise program at a local nursing home;
* Educated and motivated senior citizens in a weight training program;
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| **Computer Skills** |
|  **Computer Skills** Proficient with Microsoft Word, Excel, and PowerPoint |

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| **Activities and Interests** |
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| **Sports** | Black Belt Tae Kwon Do, Avid golfer, Skiing, Flag Football |
| **Coaching** | Youth YMCA basketball, Volunteer Pee Wee Football, Special Olympics volunteer |
| **Traveling** | Canada, Mexico, Jamaica, Dominican Republic, Italy |

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