**Hyun Joo Ro**

Tel.: (010) 9822-2253

E-mail: hyunjooro1@gmail.com

March 1st , 2009

To whom it may concern:

I am applying for the position to work as an English teacher. It would be a privilege and an honor to learn from other industry professionals, and further my knowledge and experience in the field of education.

In areas of both academic and work life, I was able to work independently as well as with others. Throughout my experiences working with others, I was able to demonstrate that I am not only capable of following instructions, but can also direct and lead others. In addition, I have many previous experiences in tutoring and interacting with students in different settings and subjects. I am confident that I will be an asset to your team because of my capability to learn fast and effectively, problem-solving oriented communication skills, enthusiastic attitude, and most importantly, the ability to adapt to various work conditions.

Thank you for considering my application and I would appreciate the opportunity to discuss with you the ways in which I could contribute to the learning environment at your academy. Please feel free to contact me via email or phone at (010) 9822-2253 to arrange an interview at your convenience.

Sincerely,

Hyun Joo Ro

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**OBJECTIVE**

To obtain the position as an English teacher

**SUMMARY PROFILE**

* Quick to adapt to changing environment.
* Sociable and outgoing.
* Strong oral and written communication skills.
* Capable of working collaboratively with team members.
* Fluent in English and Korean; some knowledge in French

**EDUCATION**

2001 - Present **University of British Columbia**, Vancouver, BC, Canada

 Faculty of Science: 4th year Biology student

 2008/2009 Winter Term 1 Average: 91% (16 credits)

 2008 Summer Average: 93.8% (12 credits)

1996 - 2001 **Clarence Fulton Secondary School**, Vernon, BC, Canada

 Top Academic Student (Grade 11 and 12)

**WORK AND VOLUNTEER EXPERIENCE**

May 2008 – Dec 2009 **Stanley Park Ecological Society** Vancouver, BC, Canada

 Position: GIS Volunteer

 Supervisor: Robyn Worcester (Conservation Manager)

 Duties: Invasive plant, Veteran Tree GPS Survey

Aug 2004 – Oct 2006 **Mexx Robson** Vancouver, BC, Canada

Dec 2007 – Jan 2008 Position: Sales Associate

 Supervisor: Ali S. (Robson Store Manager)

Duties: Assist customers with coordinating fashion pieces, while making the goal of selling $200+/hour.

July 2005 – May 2006 **Izakaya Restaurant** Vancouver, BC, Canada

 Position: Server

 Duties: Greet and serve customers, manage the register.

1998 – 2001 **Vernon Jubilee Hospital** Vernon, BC, Canada

 Position: Candystriper

Duties: aid patients in Acute and Intensive Care, aid the elderly during meal time, deliver flowers and presents to patients, guide and direct visitors, etc.

1999 - Present Position: Tutor

Duties: Teach English, Math, Physics, Chemistry and Biology for high school students; help with TOEFL, LPI, SAT and Provincial Examinations

**EXTRACURRICULAR ACTIVITIES**

Jan 2008 – Present Vancouver Korean Full Gospel Church

 Position: Youth Secretary / Treasurer for year 2008

**OTHER INTERESTS**

Music (piano and flute), reading, volleyball, hiking, and health and nutrition

**REFERENCES**

Provided upon request