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| **Min Lee** 1301 108th St  Tacoma, WA 98444  253.330.4621 Email: [agentminlee@hotmail.com](mailto:agentminlee@hotmail.com) |

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| **WORK EXPERIENCE** | **Transportation Security Administration** | **4/2008 – Present** |

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|  | **Seattle, WA US** |  |

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|  | **Transportation Security Officer** |

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|  | MAJOR DUTIES:   Principal Duties and Responsibilities: Perform a variety of duties related to providing security and protection of air travelers, airports and aircraft. As a TSO, perform passenger screening, baggage screening or both. Perform all of these duties in a courteous and professional manner. The principle duties and responsibilities include the following:   • Performing security screening of persons, including tasks such as: hand-wanding (which includes the requirement to reach and wand the individual from the floor to over head), pat-down searches, and monitoring walk-through metal detector screening equipment;   • Performing security screening of property, including the operation of x-ray machines to identify dangerous objects in baggage, cargo and on passengers; and preventing those objects from being transported onto aircraft;   • Controlling entry and exit points;   • Continuously improving security screening processes and;   • Continuously improving own performance through training and development. |

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|  | **Jeff Morgan – Realtor’s assistant** | **10/2008 - 4/2009** |

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|  | **Real Estate Assistant** |

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|  | | Assist realtor’s duties   - run errands, hold open houses, being third party at rental/showings/  -Deliver paper works and key boxes, other misc duties as requested | |
|  | **Helix Real Estate** | | **5/2005 - 10/2008** |

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|  | **Real Estate Agent** |

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|  | | Real estate agent; Purchase and sale of residential properties  - Member of NWMLS - Help buyer locate their house/condo, showing, helping write offer and negotiate. Guide to successful closing - Help sellers sell their properties; perform research to set up appropriate price, advertisement, marketing, negotiation, removal of contingencies, etc. (Contact Supervisor: Yes, Supervisor's Name: Sue Kim, Supervisor's Phone: 425.455.8886) | |
|  | **NYS Collection - Westlake** | | **1/2007 - 1/2008** |

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|  | **Seattle, WA US** |  |

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|  | **Manager** |

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|  | Store management of retail kiosk (sunglasses)  - Sales of sunglasses and other accessaries - Day to day operation of kiosk  - Cash handling / Credit card transactions - End of the day, summarize daily sales, closing of the kiosk - Order / stock new items - Other duties as assigned (Contact Supervisor: Yes, Supervisor's Name: Anna Park, Supervisor's Phone: 2538387339) |

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|  | **Ramada Inn and Suite** | **9/2004 - 1/2007** |

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|  | **Lakewood, WA US** |  |

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|  | **Front Desk Agent** |

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|  | Front Desk operation task;  - General Office duties: fax, type, internet, phone, copy, email - Reservation: by phone, walk-in, use of Reservation software - Customer Service  - Billing of account receivable, Cash handling, Credit card transaction - Night Audit: Batch daily totals   Various other task as assigned (Contact Supervisor: Yes, Supervisor's Name: John Kim, Supervisor's Phone: 2535885241) |

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|  | **Intramurals Activity - University of Washington** | **9/2003 - 9/2004** |

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|  | **Seattle, WA US** |  |

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|  | **Service Representative** |

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|  | Service Rep:  - Admission / Check Id’s / Entrance (University Gymnasium) - Membership Service – help students / faculties / others to join club - Facility Management – monitor activities in the building and record statistics every hour - Voted Employee of the month (Contact Supervisor: Yes, Supervisor's Name: Amy Johnson, Supervisor's Phone: 00000000) |

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| **EDUCATION** | University of Washington |

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|  | Seattle, WA US |

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|  | Bachelor's Degree - 8/2006 |

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|  | 189 Quarter Hours |

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|  | Major: Urban Studies |

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|  | Minor: Architecture |

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|  | GPA: 3.0 out of 4.0 |

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|  | Relevant Coursework, Licensures and Certifications:  Washington State Real Estate Salesperson License 2005 |

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| **LANGUAGES** | **English / Korean** |