



Jayoung "Victoria" Choi



Key Skills

- Bilingual
- Translation/interpretation between English & Korean
- Minored in Art & Music
- Teaching/tutoring experience
- Worked with students in various age groups
- Software:
 - MS Word
 - MS PowerPoint
 - MS Excel
 - MS Project

Education

BA in International Studies,
(Minor in Art & Music) 1999
UNIVERSITY OF WASHINGTON
Seattle, WA

Current Visa Status: F-4

Contact Info:

solongos@yahoo.com
010-8330-0017

ENGLISH TEACHER

Multi-talented teacher & Cross-cultural expert

Worked with students of all ages ✎ *Ability to assess student's proficiency level and design coursework meeting the student's needs* ✎ *Ability to teach English language used in professional setting* ✎ *Ability to adapt to new environments and create/learn required tasks quickly applying them in an efficient manner* ✎ *Self-starter able work independently and also a great team player* ✎ *Exceptional written and oral communication skill* ✎ *Excellent interpersonal skill* ✎ *Creative and Innovative* ✎ *Reliable and dependable* ✎

Teaching/Tutoring Experience

Recruiting Assistant	2009-Current	Giving teaching sessions to applicants before and after employment tests
Tutor for English & Math	2008 & 2009	Tutored 8 th & 6 th grade students Tutored 10 th grade student
SAT Tutor	2006	Tutored 12 th grade student & guided through college application process
Sunday School Teacher	1999-2004	Taught students in Kindergarten, Youth and College group

Employment Experience (tutoring exp. not included)

Recruiting/Partnership Assistant, U.S. Census Bureau (2009 – Current)

- Research and identify community groups, governmental entities and organizations that need to be educated to build community awareness of 2010 Census
- Present and distribute information to educate the community in order to motivate response and cooperation for the 2010 Census

Outreach Coordinator, Institute for Community Leadership (2006)

- Initiated and maintained relationships with university administrators and faculty members to collaborate in various education projects

Publicist/Translator Contract, Pusan International Film Festival (2002)

- Provided translation for all media interviews and official documents
- Appeared as a translator or a festival publicist at various TV/Radio programs.

News Announcer, Radio Hankook AM KSUH 1450/KWYZ 1230 (2002-2003)

- Hosted three-hour news program, "Good Morning Sea-Tac"
- Produced and announced "A Stroll down the Culture Lane" the program introducing arts and cultural events

Int'l Publicity Coordinator, Pusan International Film Festival (1998-1999)

- Facilitated activities of press VIP's and journalists, arranged media interviews & press conferences
- Composed and translated press releases and official documents
- Served as a liaison connecting film professionals, media and festival organizing committee

Archive Specialist, Milliman, Inc. (2008)

- Managed and archived legal contracts and documents with high confidentiality using electronic filing system

Volunteer (2005)

- Volunteered to help the victims of Tsunami disaster in Sri Lanka and Indonesia