

Hyun-Ji Lee
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Tucson, AZ 85719
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OBJECTIVE: To apply for a job as a ESL Teacher

EDUCATION:

<i>University of Arizona</i>	Graduation Date: May 16, 2009
Tucson, Arizona 85721	GPA: 3.0
Major: Political Science	Minor: Criminal Justice Administration

ORGANIZATION:

Campus Crusade for Christ	March, 2006 – May, 2009
Phi Beta Lambda	May, 2005 – May, 2008
Rotaract	May, 2005 – May, 2008
Undergraduate Political Science Association	August 2006 – May, 2007

SKILLS:

Bilingual: Fluent in English, and Korean
Able to use Microsoft Word, Excel, PowerPoint, and Outlook
Able to type 70+ Word per Minute

EMPLOYMENT:

<i>Cyram/Voiance International Inc.</i>	September, 2009 – July, 2010
Job Description: Korean Interpreter Responsible for Medical, Insurance and Utility Interpretation	
<i>University of Arizona - Core</i>	August, 2008 – May, 2009
Job Description: Student Lead Train Student Employees, Clerical Duties, Cashiering and Check and create inventories	
<i>Pima County Superior Court Pretrial Services</i>	June, 2008 – August, 2008
Job Description: Case Analysts; Summer Intern Interview defendants, verify references, and make release recommendations	
<i>University of Arizona - On Deck Deli</i>	August, 2007 – May, 2008
Job Description: Cashier, Server	

Daekyung Corporation

December, 2006 – July, 2007

Job Description: Prepare business documentations, make phone calls

HONORS & AWARD:

Number 1 Interpreter at Cyracom/Voiance	June, 2010
Perfect Attendance at Cyracom/Voiance	March, 2010
Number 1 Interpreter at Cyracom/Voiance	November, 2009
Perfect Attendance at Cyracom/Voiance	November, 2009
Perfect Attendance at Cyracom/Voiance	October, 2009
2 nd place in Business Law	February, 2007
2 nd place in Statistical Analysis	February, 2007
Worth & Dot Scholarship (\$1000)	August, 2005 – May, 2006
FBLA Outstanding Senior Award (\$750)	August, 2005 – May, 2006

REFERENCE: Reference furnished upon request