

JI HEE (JINNY) LEE

#313- 9890 Manchester Drive
Burnaby, British Columbia, Canada V3N4R4
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EDUCATION

Simon Fraser University, Burnaby, B.C., Canada 09/2004 – Present
Linguistics

Hope Secondary School, Hope, B.C., Canada 09/1999 – 06/2004

HONORS AND CERTIFICATES

Certificate in Teaching English as a second language, Burnaby, B.C., Canada
• Scheduled to receive in 02/2010 through Simon Fraser University

Certificate in Liberal Arts, Burnaby, B.C., Canada
• Scheduled to receive in 06/2010 through Simon Fraser University

Hope Korean Community Scholarship, Hope, B.C., Canada 06/2004

Fraser Cascade Teacher Association Scholarship, Hope, B.C., Canada 06/2004

Passport to Education (per grade), Hope, B.C., Canada 06/1999 – 06/2004

Certificate in Food Safe, Burnaby, B.C., Canada 06/2003

EXPERIENCE

KIMCHI RESTAURANT, *Manager*, Hope, B.C., Canada 07/2003 – Present
• Managed the selection, training, and scheduled shifts of restaurant employees
• Provided bookkeeping services including basic general ledger, payroll, and accounts receivable/payable
• Planned monthly schedule of the restaurant to ensure customers are provided with high quality service

PRIVATE TUTORING SERVICE, Vancouver, B.C., Canada 09/2003 – Present
• Provided private tutoring to students in Canada
• Focused on English, Math, and Science

HOPE AND DISTRICT CHAMBER OF COMMERCE, *Intern*, Hope, B.C., Canada 06/2005 – 08/2005
• Conducted market research for a variety of projects
• Managed internal database and performed administrative tasks

HOPE SECONDARY SCHOOL, *Tutoring Staff*, Hope, B.C., Canada 10/2003-06/2004
• Provided tutoring service to students in grade 8 through 12

VOLUNTEER EXPERIENCE

- BURNABY ENGLISH LANGUAGE CENTRE**, *Assistant/Teacher*, Burnaby, B.C., Canada 09/2008-12/2008
- Assisted teaching in ELSA I, II, III class
 - Prepared materials and taught ELSA I and II class
- HOPE SECONDARY SCHOOL**, *Math 8 assistant*, Hope, B.C., Canada 12/2003– 06/2004
- Assisted teaching in grade 8 Math class
- COQUIHALLA ELEMENTARY SCHOOL**, *ESL teacher*, Hope, B.C., Canada 12/2003– 06/2004
- Taught a grade 4 student
- VACATION BIBLE SCHOOL**, *Group leader*, Surrey, BC, Canada 07/2001– 07/2004
- Organized activities and field trips and was responsible for the supervision of 50+ participants
 - Led the daily praise team and lecture don a variety of topics each night

SKILLS AND INTERESTS

Fluent in English and Korean. Basic knowledge of French, Spanish, and Japanese. Enjoy craft, music, travel, and film.

REFERENCES

Dr. Wes Neumeier

Fraser Cascade School District #78 Superintendent
Tel: 1-604-869-2411

Dr. Cliff Burgess

Professor in Department of Linguistics at Simon Fraser University
Tel: 1-778-782-4114

Dr. Susan Morton

Professor in Department of Linguistics at Simon Fraser University
Tel: 1-778-782-4585