**Peter Allan Day Leonard** (215)349-0380  
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Skype: PeterAllanDay

**OBJECTIVE**

To secure a position with a well-established Korean organization to utilize strong leadership, communication, and critical thinking skills in the role of an effective, professional English teacher.

**EDUCATION**

**Bachelor of the Arts, Major: Advertising May 2010**

Temple University; Philadelphia, PA

Concentration in copy writing  
  
**RELEVANT WORK EXPERIENCE**

**Caretaker;Harrisburg, PA** **January 2012- Current**

-Part time sitter for three-year-old child

-Aided with reading, drawing, and pre-school related activities

-Cooked and performed light housekeeping duties

**Little Bar; Philadelphia, PA August 2011- December 2011** Executive Chef and Kitchen Manager at Bar/Music Venue.

-Designed menu items and recipes.

-Formed and maintained a cost effective food budget to raise profits.

-Handled food orders and scheduling of staff.

-Held weekly manager meetings to control costs and promote establishment.  
  
**Garces Restaurant Group; Philadelphia, PA August 2009- December 2010**

*Garces Catering Company*

-Server, bartender, and driver for high profile events.

-Organized rides and schedules for a staff of twenty-five people.

*Chifa Restaurant*

-Completed two-week training course on steps of service, menu items, and food and drink descriptions for award winning Peruvian-Cantonese fusion restaurant.  
-Fulfilled the role of Food Runner by delivering items to the guests in a timely manner while describing the unique cuisine in detail.

**Quaker City Mercantile; Philadelphia, PA September 2009- April 2010**

Public Relations Intern for prominent Philadelphia Advertising agency.

-Pulled and organized press hits for two in house brands, helping to develop their identity in the market.

-Maintained Twitter and Facebook accounts for Art in the Age and Sailor Jerry Rum.

-Wrote and published copy blog posts and e-mail blasts for Lilly Pulitzer, Hendrick’s Gin, and Art in the Age.

-Attended weekly meetings with Account Managers to organize project deadlines and discuss brand development opportunities.

**SKILLS**

Strong presentation and communication abilities

Effective in group leadership and critical thinking roles

Proficient in Microsoft Office and Adobe Creative Suite.

Functional Spanish speaker.

**TRAVEL**

Toured the continental United States on motorcycle for two months by myself.

Backpacked through Latin America for four months, organizing travel and accommodations on my own.