***Perry A Redmon Jr.***

***(E-2 visa holder)***

***충북 처원군, 오창읍 양청리 762-7 미도빌 2 203호***

***Phone number: 010 2993 0069***

perryredmon@yahoo.com

**Work Experience:**

**-Eastern English-** 01/12/2012 to Present

**Location:** [Cheongju, Chungcheongbuk-do, South Korea](https://www.facebook.com/pages/Cheongju/106064732757185)

**Job title**: Native English Teacher

**Responsibilities**:

* Accountability for all students.
* Assist in everyday activities while not teaching the children.
* Teaching English to children from preschool, elementary school, middle school, and high school.
* Preparing a weekly lesson plan.

**-United States Air Force-**  05/2003 to 08/2008

**Location**: United States

**Job title***: Far Eastern Crypto-logical Linguist*

**Responsibilities**:

* Transliteration of the Korean language.
* Entrusted with top secret information in everyday work conditions.
* Was assigned morning duties such as roll call, formation, accountability, physical training, and the safety and well being of 400+ airmen.
* Encrypting and sending sensitive information within a controlled environment.
* Educated others on how to uphold honor, integrity, and the Air Force way.

**-Kelly Services-** 07/2007 to present

**Location**: Sterling Heights, MI.

**Job title:** *Clerical Assistant*

**Responsibilities**:

* Organizing, scanning, filing, disseminating private information, and other miscellaneous job duties.
* Adapting to always changing surroundings and learning new programs in multiple work environments.
* Inputting data, orders, invoices, and prior days invoices for the next shift.

**-North Roofing-** 07/2008 to present

**Location**: Auburn Hills, MI.

**Job title**: *Apprentice 2 Roofer*

**Responsibilities**:

* Maintaining a safe working environment for all employees and for people in the immediate area of work.
* Manage business areas and companies roofing systems through safe, effective, and well coordinated means.
* Administered daily protocol, paperwork, invoices, meetings, and managed deliveries to different job sites on time.
* Repaired and installed all types of built up roofing systems in multiple locations.

**Education**:

**Center Line High School** - Center Line, MI.

Diploma received in 2000

Concentration: General Education

**Defense Language Institute** – Monterey, CA

Korean Liberal Arts Diploma, Certification on the DLPT(Defense Language Proficiency Test) 2/2/2 received in 2005

Major: Korean Liberal Arts, Korean Language

**Ashford University** – Clinton, IA

Bachelors Degree received in 2011

Major: Organizational Management with Specialization in Foreign Language – Korean

**Other Skills**:

* Proficient in the use of the Korean language.
* Proficient in using Windows XP, Vista, and 7.
* Proficient in using Microsoft office 2007 and 2010
* Extremely capable at adapting to quick changes and unfamiliar environments.
* I have a good ability to follow orders and carry out responsibilities with little to no supervision once I am trained for the responsibility.