**Dongdong Yu**

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 010-5856-3119

**SUMMARY OF QUALIFICATIONS**

 • Education in early child learning and experience working with children and families

 • Excellent interpersonal, communication, collaboration and advocacy skills

 • Experience developing culturally relevant early learning materials

 • Extensive experience with planning, coordinating and managing projects

 • Commitment to and enthusiasm for early childhood learning programs with underserved populations

 • Complete internationally certificate of College Reading & Learning Association’s tutor training

**EDUCATION**

**University of Washington**, College of Education and Linguistics Minor Seattle, WA

***Bachelor of Arts in Early Childhood and Family Studies and Linguistics*** ***Minor***  Aug. 2015

**JOB and VOLUNTEER EXPERIENCE**

***Environmental volunteer in Mount Emei***, Sichuan, China July 2011 - Aug 2011

 • Help identify and strategize effective ways to promote environmental conservation in and around Mount Emei, Sichuan, China.

 • Engage local youth and families to truly value their natural environment through fun and interactive trainings and activities.

***Intern in staff assistance in Social Insurance Administration, Mount Emei CIty,*** Sichuan, China Aug. 2012 - Sep. 2012

 • Support department offices and senior staff.

 • Coordinate meetings and events.

 • Greet office guest and visitors, facilitate office travel, and manage other administrative functions.

***(Private) and Group Tutor in Bellevue College,*** Bellevue, WA Nov. 2012 - Sep 2013

 • Being as a drop in tutor and individual tutor.

 • Mainly teaches Mathematics, Chemistry, and Chinese.

***Classroom Assistant*, Chinese Information and Services Center**, Seattle, WA Sep 2013-June 2014

 • Provided teacher support in day care program for immigrant children of Asian including students from China, Taiwan, and Vietnam.

 • Introduced preschool children (3-5 age) to academic preparation in art and science.

 • Participated as team member in curriculum development

***Chinese Lead Teacher for young preschool in Rainbow Children’s Academy,*** Bellevue, WA Dec. 2015 – May 2016

• Work with children (2.5-4 age) in groups or one on one, depending on the needs of children and the subject matter.

• Carry out a curriculum that targets different areas of child development, such as language, motor, and social skills.

• Organize activities so children can learn about the world, explore interests, and develop talents.

• Develop schedules and routines to ensure children have enough physical activity, rest, and playtime.

• Watch for signs of emotional or developmental problems in children and bring problems to the attention of parents.

***Private and Group Tutor in One on One Learning,*** Bellevue, WA Feb. 2016 – May 2016

• Being as a group tutor and an individual tutor.

 • Mainly teaches Mathematics and Reading Preschool to K12.

***LQA Tester, Keywords International INC.,*** Redmond, WA May. 2016 – July. 2016

• A QA tester at a Localization company.

 • Tasked with stress-testing softer ware and finding errors and bugs to report back to a development team.

 **⁃** The recent game, Dead Rising 4 that I participated officially released on December 2016.

***Math Instructor, Eye Level,*** Redmond, WA July. 2016 - October. 2016

• Work with maximum six students one to one in an intensive working hour.

• Prepare worksheets and learning materials for individual kids and arrange their math level by level test.

•. Help improve problem-solving skills by enabling students to master concepts through a small-step approach.

 • Communicate with parents about their progress.

**Additional Skills**

 • Fluently in Chinese and English, beginner of Korean and Spanish

 • Classical Ballet, Cha Cha Cha, and New School Hip-Hop Dance