**KEVIN BROOKS**

ECC Gimpo

4F Sangzi Plaza

827 Bukbyung - Dong

Gimpo – Si

Geyonngi do

415 - 030

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**Date of Birth**

19/12/1981

**Nationality**

British

**Qualifications**

**Study scheme Subject Grade**

BA Degree Drama 2(1) upper Second

A Level Drama A

A Level Media Studies D

G.C.S.E English Language B

G.C.S.E English Literature B

G.C.S.E Science Double BB

G.C.S.E History B

G.C.S.E Mathematics C

G.C.S.E Drama C

G.C.S.E French D

G.C.S.E Graphics D

G.C.S.E I.T. D

**Education**

2002-2006 University of Aberystwyth

1998-2000 Great Barr Grant Maintained Sixth Form College

1993-1998 Great Barr Grant Maintained School

**Relevant Experience**

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| **July 2009 – Present****ECC Gimpo****4F Sangzi Plaza****827 Bukbyung – Dong****Gimpo – Si** **Geyonngi do****415 - 030** | **English Teacher**Working with Korean children of various ages teaching English, from kindergarten to secondary school age. Responsible for planning and devising lessons and managing the classroom in an effective and well coordinated manner, ensuring the children receive well structured lessons. |
| **Sep 2008 – June 2009****Barnet Hospital Home Tuition Team****Building 4****North London Business Park****Barnet****London** |  **Teaching Assistant**Working with vulnerable and sick children assisting them with their education whilst they are out of mainstream school. Teaching a variety of children of different ages and abilities from infants to secondary school pupils, ensuring they receive the high standard of education they are entitled to. |
| **Mar 2008 – Sep 2008****Select Education****Camden****London** | **Examinations Invigilator and Teaching Asst.**Assisting in maintaining order through examination periods, making sure the protocol regarding GCSE and SATS examinations is adhered to. Assisting in nursery and primary schools, communicating with pupils and teachers, helping facilitate the learning process.  |
| **2007 – 2008****Wilder Coe Chartered Accountants****Old Marylebone Road****London****NW1 5QT** | **Administration Assistant**General office and administration duties, liaising with customers via telephone and letter, ordering and maintaining of general office supplies and distribution of both internal and external post. |
| **2006 – 2007****HM Revenue & Customs****Union Street****Birmingham** | Administration AssistantGeneral office and administration duties, inputting of data, filing, photocopying, telephone liaison, dealing with enquiries from members of the public, typing of general correspondence and postal duties. |
| **2004 – 2005****The Lounge****Pier Street****Ceridigion****Aberystwyth** | **Waiter**Taking orders from customers, delivering food and drinks to their tables, dealing with any complaints or queries the customers may have had and cleaning duties. |
| **2000 – 2002****Birmingham Assay Office****Newhall Street****Birmingham** | **Administration Assistant**Reception duties, telephone liaison with customers dealing with complaints and enquiries, postal duties and responsible for checking all paperwork with regards to the delivery of incoming precious metals. |
| **1999 – 2000****Scottish Power****One Stop Shopping Centre****Perry Barr****Birmingham** | **Part Time Warehouse Assistant**Working within a busy electrical store, responsible for stock control, organizing stock in a practical and logical manner in preparation for inward and outward deliveries. Ordering stock, liaising with customers offering good customer service. |

**Other Experience**

My years of higher education have enabled me to develop a comprehensive understanding of the English language. This command of the English language has assisted in the development of my communication skills therefore enabling me to participate actively in any group projects I have encountered or may encounter in the future. I am also capable of taking initiative on an individual basis as proven at University level when undertaking my independent research projects, which required an extensive search and investigation of source materials in relation to my chosen dissertation topic. Due to the requirements of higher education I am also competent with all aspects of Microsoft Office, to input, retrieve and interpret information to create documents.

My experience as a teacher has been of great value to me. I am constantly being challenged and I am learning something new every day from the children. Each child is different and I have to adapt to their individual needs whilst remaining professional at all times. Teaching in Korea has presented me with many of these challenges and I feel I have been well equipped to deal with any of the problems that have presented to me.

I find the classroom a stimulating, exciting environment and it is very rewarding to impart my knowledge to eager children.

**Interests & Activities**

Much of my private life is devoted to the pursuit of literature, reading all manner of genres. I also take a keen interest in the theatre and regularly attend performances of both professional and amateur plays. Football is another passion of mine. I helped run my local football team, which I co-founded where I held the position of treasurer. I am also an avid film fan; I am particularly interested in Charlie Chaplin movies. Currently, I am learning Korean language in my free time and hope to be fluent one day.

**Personal**

A conscientious, hardworking individual who works well under pressure, as part of a team or alone. I have a friendly disposition that has helped me in both my working and university life. I enjoy a challenge and given the opportunity am willing to learn and be trained to develop new skills.

References Available Upon Request