**Peter Lee**

***Email: peterzee18@yahoo.com***

***Contact information: Home: 608-245-9919***

***Cell: 608-443-7265***

**Education**

***University of Wisconsin-Madison***

***BA in sociology 2009***

***Minor in International Relations***

**Experience**

***Study Abroad/English tutor***

-Studied abroad at Ewha Womens University (1/08-1/09).

-Tutored English to groups of Korean children for 2 hours twice a week.

-Tutored English to college students and professionals as well.

***UW Survey Center***

-Survey U.S. residents in many topics concerning social, economic, and political issues over the phone by conducting a one to one phone interview.

***Ultratech Communication***

-Relay phone operator.

-Relay and transcribing calls between clients of Ultratech and their caller.

***Office Depot***

-Customer service associate

-Responsibility included customer services, customer sales, cashier checkout, answering and handling phone calls, assisting fellow employees, and other minute tasks.

***Steak Escape***

-Worked as a lead employee

-Responsibility included maintaining balance in work environment,

assisting in daily tasks, serving customers with efficiency, supervising fellow employees, and opening and closing paperwork.

***Community service***

- Participated in numerous community services such as project outreach, organized community clean-up, teens program as a Kennedy Heights resident.

- Volunteered at the Rhythm and Boom event collecting donations and clean-up.

-Served and assisted the homeless at the Men’s shelter.

**Skills**

-Customer service (4yrs experience)

-Bilingual in English and Hmong (intermediate in Korean 2 years)

-Proficient in Microsoft word, Excel, SPSS, Adobe, and Dreamweaver

-Great leadership skills

-Work great independently

-Proficient Multi-tasking ability

-Proficient interview and time management skills

-Excellent people skills

**Activities**

***BroSis (7/1/2008-7/11/2008)***

-Participant in the 11 day international program in Seoul to research and develop solutions for the city’s structural issues.

-Researched about corporate firms overtaking smaller business and presented possible solutions to city officials.

***Civitan club***

-As a club member spending the Saturday morning weekend with handicap and mentally challenge children to develop and foster their social growth

***Sunday School English Teacher in Korea***

-Served as the primary English instructor for elementary and middle schoolchildren in weekly Sunday school class.

***Hmong Asian Student Association***

-University outreach club for the Hmong community in Madison.

-Served as co-chair of the club, helping to organize events within the club and community and helped promote Hmong awareness and issues to the community.

***Break dancing Club***

-Helped promote interest in breakdancing throughout the city with b-boy events and showcases at numerous public schools and events.

***Hmong Human Rights***

-Challenging and voicing the issues of Hmong Human Rights to the public.

-Served as an avid activist creating and handing out fliers, organizing public events, and directing bi-weekly club meeting.

***Boy Scout***

- Assistant Scout Master for troop 124

- First class boy scout

**Reference:** Available upon request