**Peter S Park**

2640 140th Ave N.E. Belleve, WA98005

Cell: 010-9818-7275 E-mail: ppark84@gmail.com

**PROFILE**

A highly motivated and engaging professional seeking an **English Teaching** position. A strong work ethic combined with a commitment to excellence in supporting students and fast paced yet dynamic work environments. An energetic and passionate team player with interaction skills and previous experience with students would be highly beneficial.

**PROFESSIONAL EXPERIENCE**

**International Student Account Coordinator 07/2008-09/2009**

Bellevue College International Student Program (ISP), Bellevue, WA

Summer job at ISP admission tasks includes monitor and update enrolled students. Intercommunicate with students via email, phone and in person. Coordinate the application and review of submitted docs and maintain admission filing system. Translate BCC ISP website into Korean, and work on Mini book pamphlet for prospective and current Korean students.

**Course Developer 02/2007-07/2007**

Alpha Real Estate School, Bellevue, WA

Responsible for benchmarking for other school’s Real Estate programs and courses. Build course material using ReadyGo Web Course Builder. To design, format, edit, and upload into on-line courses. Establish student support track and survey for feedback.

**Chemistry and Math Tutor/Supplemental Instruction Leader 09/2007-06/2008**

Bellevue College, Academic Tutoring Center, Bellevue, WA

Help and support students to understand college 100 and 200 level Chemistry and Math. Deliver the knowledge and encourage students to maximize their potential growth successfully.

**WORK EXPERIENCE**

International Student Account Coordinator 07/08-02/09

Bellevue College, ISP, Bellevue, WA

Chemistry and Math tutor/ Supplemental Instruction leader 09/07-06/08

Bellevue College Academic Tutoring Center, Bellevue, WA

**B.A. in Economics,** University of Washington, Seattle 2009

**REFERENCES**

Available upon request