**Sara S Kim**

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**847-346-6539**

JOB OBJECTIVE

To teach English in South Korea

EDUCATION

American TESOL

TESOL Certificate

Columbia College Chicago

Bachelor’s Degree in Interactive Multimedia

EMPLOYMENT

SOME(Seoul Metropolitan Office of Education) Seoul Public Elementary School - 8/09 to 8/10

Job Title: Native English Teacher

Duties: Conducting English classes in cooperation with the Korean teacher.

Preparing teaching materials and activities for lesson plans.

Company: GCR Corporation -2/2007 to 7/2009

Job Title: Web Designer/Sales Representative

Duties: Maintained and updated company websites periodically.

Responsible for customer service in the online division, duties included answering customer queries, problem solving and providing detailed information on new products.

Company: BJ Esberner & Associates -10/2005 to 2/2007

Job Title: Web Designer

Duties: Maintained and updated company websites periodically.

Prepared weekly sales reports for the sales team and sales management.

Company: America United Bank - 6/2002 to 7/2005

Job Title: Teller/Personal Banker

Duties: Provided Customer Service such as deposits, withdrawals, opening and closing various accounts

Assisted in the training of new customer service representatives and associates.