



SKILLS

Customer service, cashiering, merchandise recovery, phone etiquette, writing, teaching, presenting.

Photography, French, Russian, Spanish.

ON THE COMPUTER

Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Outlook, Adobe Photoshop, Adobe InDesign, Adobe Illustrator.

Social media, Wordpress, HTML.

EXPERIENCE

Barnes and Noble • *Bookseller*

San Jose, CA / Nov. 2015 – Jan. 2015

I shelved books according to store protocol and helped customers find products by listening to and acting on their needs. I also cashiered while selling the benefits of the Barnes and Noble membership program and promoting the holiday book drive for local underprivileged children.

LAL Boston • *ESL Teacher*

Boston, MA / Mar. – Aug. 2015

I taught general English classes and a twice-weekly elective, injecting fun into my lessons whenever possible. I created custom worksheets, took students around the city to learn in real-life situations, and had them create a collage advertisement for the school from magazines when the internet was down - my favorite lesson.

EF Education First • *ESL Teacher*

Boston, MA / Jan. – Mar. 2015

I developed creative lessons from scratch for four electives: Intermediate Art History, Upper Intermediate Debate, Intermediate Pronunciation, and Advanced Grammar. I occasionally led conversation classes as well. My goal was always to use authentic source material to make English come alive.

Cost Plus World Market • *Sales Associate*

Mountain View, CA / Mar. 2014 – May 2014

I welcomed guests and assisted them in finding what they needed, rang up purchases, recovered merchandise, and sold the Explorer rewards program to meet the daily sign-up quota ~80% of the time. I was promoted within two months of hire.

ThinkTank Learning • *French Tutor*

San Jose, CA / Dec. 2012 – May 2014

When students were struggling in French, I tailored sessions to their needs, gave them extra support and tracked and communicated their progress to their parents and the tutoring center staff. I taught one AP level French class where I created the curriculum and worksheets from scratch.