

Lisa R. Nelson

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• Teaching • Customer Service • Event Planning

I'm an American college graduate who majored in Social Sciences. I have a 120-hour TEFL certificate, and i'm currently looking for work teaching kindergarten level English in China. With my lively and hard-working personality i'm confident that i'll adjust to life overseas in next to no time.

Work Experience

Store Cashier - Walmart

June 2016 - Present. Maryland, United States.



I've been working at Walmart since graduating, in order to build up funds for moving overseas. At this job I work as a cashier, serving customers and assisting with their inquiries.

Responsibilities:

- Serving customers
- Assisting with inquiries
- Providing special assistance to elderly customers
- Handling cash and till keys

Achievements:

- Passed health and safety training
 - Received commendations for positive attitude
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Reception Clerk - Safeway

March 2014 - April 2015. Maryland, United States.



I worked at Safeway for one year whilst I was studying at College. I left this position during the final semesters of my degree so that I could concentrate fully on studying.

Responsibilities:

- Serving customers
- Assisting with inquiries
- Providing special assistance to elderly customers
- Handling cash and till keys

Achievements:

- Passed training for age-restricted sales

Education



University of Maryland
Sep 2012 - June 2016

Bachelor's Degree:
Sociology Major GPA 3.6

Awards & Certifications



120-Hour TEFL Certificate

Awarded Let's TEFL Ltd.

I have gained an accredited 120-hour TEFL certificate. Through this course I studied different aspects of teaching skills, along with how to create lesson plans, teaching methodologies, classroom management techniques and how to test students.

Languages

English: Native speaker, with strong writing skills.

Spanish: Reasonable speaking, reading and writing ability.

Skills & Abilities

Personal:

- Friendly and approachable
- Great with kids
- Adapt well to new environments

Technical:

- Microsoft Office and Powerpoint
- Basic image and video editing
- Strong online research skills

Comments

I'm looking for employment in a school located within Beijing, China. I'd love to teach young learners as I feel they'd respond well to my bright and outgoing personality. Currently I am in the United States, but can arrive in China within 3-4 week's notice.

To arrange interviews, or for any questions you may have, please contact me at lisa@letsTEFL.com.