

## Objective

One year of experience as a French Tutor. Seeking a job position in that will utilize my outstanding communication, organizational and marketing skills. I am highly adaptable, a quick decision maker, and have an ability to adjust and execute.

## Skills

Goal Oriented, Microsoft Office., Teaching, Time Management, Equestrian, Outdoor, Guitar, Songwriting, Professional Level French, Writing, Music Theory, Leadership, Interpersonal, Self Motivated, And Problem Solving.

## Work Experience

### French Teacher

**Shenandoah University** - July 2013 – May 2014

- Provided tutoring lessons in French to adult and teenage students. Used various tutoring techniques to help students improve their pronunciation, sentence structure, vocabulary which improve students grades and helped adults pick up conversational skills quickly.
- Served as a teacher assistant for 200 level French class for 18 students.
- Plan and execute lessons based on material covered in the course with five groups that met one hour each week. Led review sessions prior to the final exam and proctored exams in the absence of the courses professor.
- Diligent student worker of dr. Siewerts for a year and a half, and eagerly worked to ensure that the students had a high comprehension of course material.
- Motivated and encouraged students in improving performance resulting in a rise of the letter grade.
- Used my strong oral skills to assist the student in need of help to better their enunciation.
- Communicate effectively in a training environment with peers of diverse backgrounds.

### Research Intern

**Shenandoah University** - May 2013 – June 2013

- Observed criminal cases at the federal court and wrote analysis report summaries which included my recommendations for the defense attorney to review.
- Used various sources ( filing cabinets, computers) to file cases in a chronological order.
- Assisted the law office with answering incoming phone calls and directed calls to appropriate personnel.
- Surveying buildings using national third-party databases in order to populate tenant and building database.
- Track and report on retail vacancy and availability trends and tenant mix for retail real estate across multiple retail product types.
- Research and analyze retailer trends and the global retail environment.
- Participates in commercial real estate webinars led by top fee earners, leaders, shareholders, and founders.

## Education

