

Ekaterina Marchenko

e.marchenko@hccs.edu

Objective	To obtain a position as a full-time ESL Instructor
Education	Graduated with B.S. in Communications from University of Tennessee at Martin in May '07; 3.9 GPA
Experience	<ul style="list-style-type: none">• Part-time English Instructor at HCCS (Since Jan. '10)• Part-time English Instructor at BEI (Since Feb. '09)• Collections Specialist at URS (9/08-3/09)• Worked as a Dealer-Secretary for World Tech company ('07-'08)• Wrote some for the <i>Pacer</i>, college newspaper ('05-'07)• Tutor at the English Writing Center, UT Martin ('05-'07)• Published a letter to the editor on the <i>World History Connected</i> website ('06)
Activities	<ul style="list-style-type: none">• Active member of the Gamma Beta Phi National Honor Society ('04-'06)• Graduate of the LEAD Academy ('06)• Member of the <i>Beanswitch</i> magazine editorial team ('04-'07)• Vice President of the Phi Kappa Phi society ('07)
Honors/Awards	Member of the Dean List, '04-'07 (all semesters)
Special Skills	Classroom Management Training (6 hour-course) Excellent organization, time-management, and multitasking skills Moderate knowledge of computer software such as Excel, Access, And especially Microsoft Word Excellent Internet skills Fluent in English and Russian
Strengths	Task-oriented, resolute, organized, easily get along with people of various cultures and eager to learn

