

Keita Umemoto

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OBJECTIVE An entry-level position in international business

SUMMARY

- Bachelor's degree in International Economics (Expected in 2014)
- Joined the Summer Program at Rozelle University in Sydney and studied Environmental Economics
- Good command of English: Scored 800 on TOEIC(Test of English for International Communication) Test; 140 on TOEIC Speaking Test, 150 on TOEIC Writing Test
- Computer skills: Windows, Word, Excel, PowerPoint
- Able to perform a variety of tasks simultaneously and manage time efficiently
- Cooperative and respectful to coworkers

EDUCATION MEGURO UNIVERSITY, Tokyo
Bachelor of Arts in International Economics Expected in 2014
(Grade Average: A)

Related course work

- International Economics
- International Marketing
- Business Management
- Business Accounting
- Business Law
- Computer Systems

ROZELLE UNIVERSITY, Sydney, Australia

Summer Program, Economics July-August 2012
Focus on Environmental Economics

ACTIVITIES Business Discussion Club

EMPLOYMENT Helped fund tuition and living expenses by working part-time as follows:

Waiter, Café Aussies 2013 to present

- Increased sales by 5% by providing friendly service to customers
- Responsible for new staff training

Tutor, TGK Institute, Tokyo 2010-2012

- Provided individual English tutoring services to 20 junior high school students

Helped the students to pass their entrance exams