

Miral Yoon

Huddersfield
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Personal Details

Driver's License: Cars, Light Vehicles, Motorcycles

Eligible to work in the UK: Yes

Highest Level of Education: Master's

Industry: Administrative Assistance, Analytics, Arts & Entertainment, Community & Social Service, Education & Instruction, Marketing, Military, Project Management

Work Experience

Online marketing

Freelancer

July 2019 to Present

- Online marketing with my own blog and Etsy

Contract Manager and Administrator

Global Systemized Industry Co., Ltd. - Seoul

July 2019 to August 2020

- Managed some contracts for US Air Force in South Korea
- Took a charge of communication with USAF
- Managed all duties that related to the Seven USAF basements in South Korea
- Bid for other contracts that related to US Military in Korea and S. Korean Government
- Personnel Management
- Property management in USAF basements
- Account
- Made documents
- Responded calls and emails(Eng and Kor)
- Wrote meeting minutes
- Handled all documents related contracts
- Organised meetings
- And so on

International Business Manager

Flrymarco Cooperative - Gwangju

April 2018 to July 2019

- Participated in the international exhibition in Tanzania, UK and Poland
- Conversd with foreign buyers
- Managed some contracts for S.Korean Government
- Translation (Korean <-> English)

- Organised Events(with Tanzanian Embassy in S.Korea, Asian Culture Centre in Korea, etc)
- Made proposals(domestic, international)
- Personnel Management
- Ran a special space for Korean Youth Artists
- Responded calls and emails

Researcher and Administrator

Research Centre for Overseas Korean Business and Culture in Chonnam National University - Gwangju
March 2017 to February 2019

- Participated in international and domestic Seminars and conferences as a speaker and assistant
- Account
- Managed all documents
- Responded all calls and emails
- Hosted lots Seminars, meetings and conferences and managing all the events
- Assisted research magazine every 6 months
- Published A Proposal Based on the Analysis of Each Party Election Pledge Related to Korean migrant workers and 2 more

Project manager as an Internship

Asia Culture Center
July 2018 to September 2018

- Visited some cultural venue and organisation in Brisbane, Melbourne and Sydney, Australia and found some strong points to adjust them in Korean cultural organisations
- Managed workshops and meetings with the organisations
- Communicated with Australian organisations
- Proposed several programs for ACC and ran them

Private Tutor

Freelancer
March 2007 to August 2018

- Tutored English and Math in Korea for all ages (from 8 to 43)
- Individual and Group Tutoring

Education

Master's in International Studies

Graduated School of Chonnam National University - Gwangju
March 2017 to February 2019

Bachelor's in English

Cyber Hankook University of Foreign Languages - Seoul
March 2009 to August 2011

A-Level or equivalent in Design Engineering

Korea University of Technology and Education - Cheonan
February 2006 to February 2009

Skills

- Microsoft Office (10+ years)
- Driving (2 years)
- Business Administration (4 years)
- Translating (5 years)
- Online Marketing (2 years)
- Digital Marketing
- Social Media Marketing
- Marketing
- Social Media Management
- Photoshop
- Google Analytics
- Customer Service

Languages

- Korean - Expert
- English - Fluent

Publications

A Proposal Based on the Analysis of Each Party Election Pledge Related to Korean migrant workers

October 2018

Analysis of the Activities and Traits of e-Residents - Focusing on the case of Estonia

February 2019

Master Thesis

Transnational Care for Left-Behind Family with Particular Reference to Nepalese Marriage Migrant Women in Korea

August 2017

Comparison consideration of Multicultural Phenomena in S.Korea and Japan - Focus on Old comer and New comer

February 2018

Additional Information

Volunteer Work

- HUDDERSFIELD LITERATURE FESTIVAL 2021(UK)
- DAAP (Art camp in MATARATHA School of Tanzania), 07. 2018

Other Experiences

- Speaker(e-Residency and Migration) of International Seminar in Hanoi, Vietnam, 02.2019
- Attending `Living & Giving` exhibition as a representative and running a stand in Exeter, UK, 01.2019
- Attending `Wolves Summit as a representative, running a booth and having several meetings with other companies in Warsaw, Poland, 10.2018
- Attending `Tantrade' as a Project Manager, managing a booth and having meeting with UN in Tanzania and BASATA, Dar es Salaam, Tanzania, 07, 2018
- Speaker(Multiculture and society) in international seminar, Tokyo, Japan, 02.2018
- Speaker(The image of Korean-Chinese displayed on the comments of Korean Netizen) in international seminar, Bandung, Indonesia, 02.2018