Yasunobu Takata

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**PROFILE**

* Experienced in planning, execution, and iteration
* Punctual while maintaining quality
* Accustomed to work in multi-cultural environment

**EDUCATION**

Sept 20xx – May 20xx: BA in Economics - University of California at Berkeley USA

Sept 20xx – May 20xx: AA in Liberal Arts - Hartnell College USA

**INTERNSHIP**

Sept 20xx – May 20xx: Editor / Writer at Hokubei Mainichi Newspaper Co, CA USA
 - Interviewed and wrote articles on social events and sports
 - Wrote columns about elderly care facility in the Bay area

**EXTRACURRICULAR ACTIVITIES**

20xx - 20xx: Cal Japanese Traditional Dance Team

* Performed in more than 50 events in one year
* Managed choreography depending on team availability

 Asian Baptist Student Koinonia

* Participated in cleaning programs as a volunteer every Friday morning

20xx - 20xx: Self-defined tourism guide/translator

* Helped foreign travellers find ways and recommend places to go in Asakusa, Tokyo and in Hiroshima

**WORK EXPERIENCE**

Sept 20xx – May 20xx: Part time sales staff at Seven & Eleven Japan, Hiroshima Japan
 - Worked as a casher
 - Pointed out operational inefficiencies for improvement

Sept 20xx – May 20xx: Chief lecturer at Keisei Prep School, Hiroshima Japan
- Taught and managed English courses12th grade students
- Set up customized goals and plans for each student

**AWARDS**

20xx: Valedictorian – Hartnell College

20xx: Shortlisted as a finalist on a XXX English poem contest

20xx: 4th position at All Japan Vocational School English Speech Contest

**SKILLS**

* Language
	+ Japanese: Native
	+ English: Fluent in business situations
* Analytical thinking and problem solving skills
* Proficient in Microsoft Office Applications
* Strong communication and interpersonal skills
* Blog marketing - Achieved top results on Google Search with premium niche keywords

**INTERESETS**

* Traveling –Visited countries and interacted with local people
* Social media – Acquired xxxxx followers on Instagram