**KYUNG PYO CHO**

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Adaptable undergraduate student at Yonsei University Underwood International College, with 2+ years of work experience and lived 17 years in Colombia. Aiming to leverage a proven knowledge of communication, administration, and professionalism to successfully support your organization. Frequently praised as organized and detail-oriented by my peers, I can be relied upon to help your company achieve its goals.

**EDUCATION**

**Yonsei University Underwood International College**

Seoul, South Korea

*Political Science and International Relations Candidate (Expected graduation Feb 2024)*

Extracurricular Activities: Underwood International College U2 Soccer Club, Inter-Varsity Christian Fellowship (IVF)

**EXPERIENCE**

**Institute for Future Growth, Korea University, South Korea**

*Research Assistant Intern, Feb 2022 – Aug 2022*

* Supported planning and execution of Official Development Assistance (ODA) projects such as the KOICA Global Training program.
* Translated project proposals, reports, lectures, and research publications from Korean to English.
* Planned proposals for new projects related to development cooperation.
* Assisted research and evaluation projects related to international development cooperation.
* Assisted administrative duties

**Hanshin Medipia Health Care Center, Seoul, South Korea**

*Endoscopy Procedure and Recovery Assistant, Oct 2020 – Dec 2020*

* Assisted patients and physicians throughout examination and recovery processes.
* Monitored and recorded patient information and test results into computer system.

**United States Forces Korea, Pyeongtaek, South Korea**

*Korean Augmentee to the United States Army (KATUSA), Mar 2019 – Oct 2020*

* Appointed Senior KATUSA to play primary role as a link between the Korean (ROK) and American (U.S.) chains of command through constant communication and translation.
* Advised and supported administrative duties for the ROK Army unit commander.
* Administered and supervised the Brigade KATUSA personnel.

**H&T Service, Seoul, South Korea**

*Lounge Attendant, Jan 2018 – Feb 2018*

* Attended VIP invitees at Casa Italia during the Pyeongchang Winter Olympics.
* Translated and assisted coordination between Korean and Italian staff.

**ADDITIONAL SKILLS**

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| * Native English (TOEFL 114) * Native Spanish proficiency (DELE C1) * Native Korean (Korean National) | * Tech-savvy * Administration * Communication |