

Jef Taylor

442 9th Street, Brooklyn, NY 11215 :: 912.659.0376 :: onefjef@mac.com

Education

B. A. English, Ohio University, 1998

- Emphasis in Music History, Film, and Theatre.
- College Democrats – member, College Greens – member, All Campus Radio Network – on-air personality.

Experience

October 2004 to
May 2006

Seoul, South Korea
English Teacher

- Teach the English language to a wide variety of Korean students--both one-on-one and in large classes--using a self-made curriculum and lesson plan.

June 2003 to
November 2004

American Greetings, Cleveland, Ohio
Editor

- Proofread and edit greeting card, calendar, and various packaging copy.
- Assist in writing, creating, and reviewing new greeting card lines.

December 2002 to
October 2004

The Cuyahoga Plan, Cleveland, Ohio
Fair Housing Tester

- Visit and write detailed reports on rental properties in and around the Cleveland area.

March 2002 to
June 2002

Hosts Mentoring Program
Volunteer Tutor

- Work one-on-one helping elementary school students acquire basic reading skills.

October 2000 to
July 2003

CitySearch.com, Cleveland, Ohio
Associate Writer

- "...produced high quality content in a timely fashion, and consistently went above and beyond job expectations to do so."

April 2000 to
April 2003

West Group Publishing, Cleveland, Ohio
Content Editor

- Primary editor and compiler of state laws for publication in online and CD-ROM law resources.
- Responsibilities included proofreading, writing copy, monitoring and downloading new legislation, updating online law database, and preparing weekly reports.
- Repeatedly received superior performance ratings from peers and supervisors.

June 1999 to
October 2001

The Second City, Cleveland, Ohio
Conservatory Graduate

- Accepted into nationally recognized program which teaches performance-based improvisation and sketch comedy.