

TENLEY ELIZABETH MURPHY
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• Initiative • Leader • Collaborator

EDUCATION

Clemson University Honors College - GPA 3.82/4.00

Bachelor of Arts in Language and International Business

- Paul Valéry University
- Chung Yuan Christian University

Anticipated May 2025
Clemson, South Carolina

CERTIFICATIONS

Diplôme de Français Professionnel Affaires B2

Issued December 2024

Certificate to Teach English as a Foreign Language (CTEFL)

Issued May 2023

LANGUAGES

French - Advanced **Mandarin** - Intermediate

WORK EXPERIENCE

Sun Communities – Sun Outdoors

May 2019 to Aug 2024

Guest Services Coordinator

Saco, Maine

- Managed customer service at front desk and company store
- Utilized in-house software to process payments, check in and out clients, and ensure customer satisfaction
- Assisted in campground operations including coordinating children activities, supervising inventory management, and assess needed maintenance for repair situations

Clemson University Academic Success Center

Jan 2023 to May 2023

Economics Tutor

Clemson, South Carolina

- Facilitated collaborative instructional strategies and creative lesson plans to support over 50 students with their educational needs
- Organized and updated mandatory reports on tutoring sessions to assist ASC operations
- Strengthened skills by attending weekly trainings with colleagues to enhance interpersonal skills

RELEVANT EXPERIENCE

Conversation Partners Program

Jan 2023 to Present

Volunteer

Clemson, South Carolina

- Committed to fostering greater communication and understanding across the diverse populations on home campus
- Completed personal, instructional and professional endeavors in terms of language and culture
- Prepared weekly lesson plans to support each students' needs and skill level

Dixon Fellows Program

Aug 2022 to Dec 2024

Participant

Clemson, South Carolina

- Selected on the basis of academic excellence, commitment to public service, leadership potential, and personal integrity
- Engaged in a variety of formal and informal programs and events, each designed to encourage discussion and conversation on specified topics
- Participated in specialized seminars and workshops on a variety of practical matters

TEFL Teaching Assistant

Sept 2023 to Dec 2023

Teacher

Montpellier, France

- Instructed 3 classes of over 20 students each and counseled tutor services for students one-on-one
- Formulated and presented weekly lessons to students in order to improve english proficiency
- Maintained class order and established relationships with the children and teachers

HONORS AND ACTIVITIES

- President/Vice President of Clemson French Professional Society
 - Community Outreach for Clemson Body and Soul (NEDA associate)
 - Treasurer of Chinese Language Club
 - Clemson University President's List
- Fall 2024 - Present
Fall 2024 - Present
Fall 2022- Spring 2023
Spring 2022, Fall 2023 - Present