

MIZUKI KUDO

Location: 15-21, Aza-Umagoe, Akinokami, Seto-cho, Naruto City, Tokushima, 771-0360

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SUMMARY:

Enthusiastic and independent final-year student with experience in sales and customer service, seeking an entry-level position in the human resources industry to utilize my strong communication and interpersonal skills and my motivation to study, as I want to connect people from different backgrounds.

SKILLS:

- Committed to excellence with a serious approach and a desire to learn new skills.
- Well organized with time management skills and a goal-oriented approach.
- Experienced in Sales and Support to customers from various countries and cultures.
- 910 score in TOEIC - International professional proficiency.
- Team player with a respectful attitude towards customers and co-workers.
- Problem solver who thinks out of the box and takes initiative.
- Experienced in providing professional hospitality to international customers.
- Fast learner with self-motivation and curiosity.

EDUCATION:

Otemae University, 2024-Present

- Bachelor of Arts in Modern Social Studies.
- Psychology and Communications specialities.
- "A" score in all the classes this year.
- As I am studying through a distance learning program at university, I always manage my time and make plans to finish assignments and tests.

Yokohama City University, 2018-2020, Fall 2022-2024

- Modern Sociology and Social Theories specialities.
- GPA 3.3 / 4.0.
- I studied medical sociology as part of the academic program and did a fieldwork in Malaysia. To have good communication with the host family, I studied the Malay language and learned about Islam before the fieldwork.

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EXPERIENCE:

Sales, Customer Service

Neovient Corporation (tourist facilities management company), 2023-2024

- Increased monthly sales by 275% at Whirlpool Walkway and Eddy Memorial Hall.
- Assisted customers with inquiries and resolved issues in a timely and professional manner putting my English skills and my in-depth knowledge of the facilities to use.
- Worked as an interpreter and a translator and enabled other staff members to provide their services to foreign tourists.

Assistant of Real estate Leasing and Management

Peace Living Corporation (real estate management company), Spring 2022

- Prepared lease agreements, including inputting customer data as well as contacting guarantor companies and real estate agencies.
- Developed organizational skills and multitasking skills through preparation of client documents.

PROJECTS AND VOLUNTEERING:

AIG's High School Diplomats Program - I built very good relationships with participants from the USA.

Stanford e-Japan program - I learned about the US-Japan relationship and wrote a paper about history of Japanese internment in USA during the World War II.

Interpreter Volunteer - In addition to being an interpreter, I took the role of a moderator for the discussions between the RUNDfunk JUGENDChor WERNIGERODE choir and the Tokushima boys and girls choir in an international exchange ceremony.

INTERESTS:

Linguaphile - I joined a program for English talk session and I regularly practice my English skills with other English learners from Japan, Korea and China.

Video editor - I made a video to express my deep feelings about "birth of a child". With the video, I got accepted to a show called "18Fes" held by Japan Broadcasting Corporation.

Volleyball player - When my volleyball teammates lose their motivation, I get them to do some fun activities before practice. They get refreshed and regain their motivation.