

PHILIP HARDING

ENVIRONMENTAL SCIENCE

CONTACT

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St. Louis, MO 63146
(641) 344-6761
<https://philipharding.net>

EDUCATION

B.S. Environmental Science | GPA 3.96

Southern New Hampshire
University; Manchester, NH
Graduating June 2024

B.A. Political Science | GPA 3.2

University of Missouri at Columbia;
Sophia University; Tokyo, Japan
May 1988

21 credit hours in Japanese
Language Studies 1987~89

13 credit hours of Spanish
Language Studies 1983-1985

Certificates:

iTTT TEFL and TESOL Training
Certificate (120-hour course) 2017

Japanese Language Proficiency
Test, Japanese Ministry of
Education, First Level 1993

SKILLS

Proofreading and copy-editing

Excel, Word, PowerPoint,
Photoshop, Illustrator, WordPress,
Windows, Mac OS, UNIX

Presentations, Instruction, Speech

Lab, Data, Analysis, Testing, Writing

GOAL

Transition to a position in the environment/energy sector before or upon graduation in June 2024. Seeking a position as a public relations writer, article editor, or laboratory assistant.

Pursuing work (entry level/clerical/lab) in nuclear power, SMRs, hydrogen power, renewables (solar and wind), BESS, or regenerative agriculture.

EXPERIENCE

FREELANCE ESL PROOFREADER

Planet Proofreading | St. Louis, Missouri | 2021 ~ 2023

<https://planetproofreading.com>

Copyeditor and proofreader of research papers written by non-native speakers of English on medicine, commerce, ecology, and sustainable energy. Successfully contributed to the publication of hundreds of academic articles. Attracted and retained clients by providing dependable, high-quality services.

SOCIAL SERVICE PROVIDER

Refocus, Inc. | Providence, Rhode Island | 2021 ~ 2022

Iowa Focus | Creston, IA | 2019 - 2021

Assisted the mentally challenged with organizing life goals and completing daily tasks. Kept meticulous journal records and edited documents under audit.

TESOL INSTRUCTOR

Xuchang University | Henan, China | 2015 – 2019

Guangzhou City Polytechnic | Guangdong, China | 2012 - 2015

Language studies program manager and curriculum creator of English for Special Purposes. Developed an API to deliver phonetics training and speech translation via online software.

LANGUAGE SCHOOL ADMINISTRATOR

Planet English | Fukuoka, Japan | 1995 - 2011

Founded an English language Institute enrolling nearly 200 students. Designed curriculum resulting in a demonstrable increase in language acquisition.

Increased student motivation by simplifying grammar drills based on modern linguistic theory. Increased student body by 300%/year for three years and maintained a retention rate of 90%/year on average.