

# PHILIP HARDING

## ENVIRONMENTAL SCIENCE

### CONTACT

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

### EDUCATION

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#### **Masters of Public Health (MPH)**

Southern New Hampshire University  
(online)  
Prospective Student  
September 2024

#### **B.S. Environmental Science | GPA 3.97**

Southern New Hampshire  
University; Manchester, NH  
June 2024

#### **B.A. Political Science | GPA 3.2**

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

#### **Certificates:**

- Substitute Teacher, Special School District, St. Louis County, USA
- iTTT TEFL and TESOL Training Certificate (120-hour course) 2017
- Japanese Language Proficiency Test, L1, 1993

### SKILLS

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- TEFL, Classroom Management, Proofreading and copy-editing, Phonetics
- Excel, Word, PowerPoint, Adobe, Affinity, WordPress, Windows, Mac OS, Linux
- Presentations, Instruction, Speech, Lab, Data, Analysis, Testing, Writing

### GOAL

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*Objective:* To secure a position in TEFL while working toward a research position at university while pursuing a Master's in Public Health (global emphasis) at Southern New Hampshire University. Interests include all aspects of environmental health issues, including air, water, and infectious disease.

*Background:* TESOL professional with 30+ years in classroom instruction, curriculum development, and administration. Created key ESL programs for public schools in Japan and China. Private language school administrator. Experienced copyeditor and proofreader specialized in research papers for non-native English-speaking scholars in medicine, commerce, and ecotechnology. Contributed to the successful publication of hundreds of academic papers.

Learn more about me at <https://planetproofreading.com>, <https://philipharding.net> or on LinkedIn at <https://www.linkedin.com/in/pearlrivertranslate/>

### WORK EXPERIENCE

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#### **SUBSTITUTE TEACHER, SPECIAL SCHOOL DISTRICT**

*Special School District | St. Louis County, MO | current*

Certified substitute teacher for the special school district of St. Louis County, MO. As a TA, duties include small group instruction, class participation guidance, and behavioral management.

#### **TESOL PROOFREADER, TUTOR**

*Planet Proofreading | St. Louis, MO, USA | 2019- current  
Remote at <https://planetproofreading.com>*

Provide online tutoring to students studying for the TOEFL iBT exam. Proofread and edit academic papers and articles in a TESOL framework.

#### **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.