

John Terry

GOV. MSG. NO. 738

Skills

- Highly motivated and able to lead within a team environment.
- Able to organize and create a work plan or curriculum.
- Able to adapt easily, works well under pressure and time constraints
- Comfortable with public speaking.
- Conversant in computer skills and software including Word, Excel and Outlook.

Work Experience

SAINT LOUIS SCHOOL CAMPUS MINISTRY

Campus Ministry Retreats, date

As a retreat coordinator I was tasked with the following:

- Leading and supervising retreat participants.
- Coordinating retreat activities with Saint Louis School and other supervisors.

MAGGIE JOE SPORTFISHING, Honolulu, HI

Booking Agent, Jul 2009 - Aug 2012

As a booking agent for a family owned charter fishing business in Kewalo Basin harbor I was tasked with the following:

- Following up web inquiries and calls from travel agents.
- Providing potential clients with a detailed and factually correct description of the service.
- Collecting deposits and payments.
- Selling merchandise and apparel.
- Creating and posting promotional videos.
- Responding to customer feedback.
- Contacting travel agents for leads
- Scheduling of charters.
- Selling charters to competing charter companies in the harbor.

LEJARDIN ACADEMY, Kailua, HI

Athletics Coach and Teacher, Sep 2012 - May 2014

As an employee of LeJardin Soccer Academy and LeJardin Academy School I was tasked with the following:

- Organizing and advertising for winter/spring/summer camps.
- Working with the teachers and after school care for student pick up and drop off.
- Mediating conflicts between parents and coaches.
- Creating a season long plan for each of my teams.

- Effectively communicating that plan to parents
- Recruiting additional players for the Academy

PACIFIC AMERICAN LUMBER, Honolulu, HI

Area Sales Manager, Jul 2015 – November 2017

As a sales manager for Pacific American Lumber I am tasked with the following:

- Following up on web inquiries.
- Tracking quotas, projects and open quotes.
- Constantly update pricing to remain competitive.
- Evaluating the market to make recommendations on products and pricing offered.
- Traveling to the neighbor islands to meet with potential and established clients.
- Facilitating faulty product claims.
- Communicate terms and conditions effectively with clients
- Collecting payment.
- Coordinating with other sales staff.
- Networking to find new business.

KAILUA KINGS FC , Kailua, HI

Assistant Director of Coaching, Jan 2017 – Present

As Assistant Director of Coaching I am tasked with the following:

- Creating and maintaining a club philosophy for development of our players
- Creating practice plans for the three teams I coach
- Giving parent's feedback throughout the year on the development of their children
- Creating report cards at the end of each season for each player
- Organizing trips to the mainland to participate in tournaments

ST. FRANCIS SCHOOL, HONOLULU, HI

History and Religion Teacher, December 2017 – Present

As a freshman religion and sophomore social studies teacher I was tasked with the following:

- Creating a curriculum for both classes
- Creating weekly lesson plans that build on one another
- Giving parent's feedback throughout the year on the development of their children

MARY STAR OF THE SEA SCHOOL, HONOLULU, HI

History and Religion Teacher, December 2019 – Present

As a 4th and 5th grade social studies and science teacher I was tasked with the following:

- Building a curriculum on Atlas for both subjects and grade levels
- Creating weekly lesson plans that build on one another
- Communicating behavioral and academic progress of each student to their parents
- Creating behavior reports at the end of each quarter for each student

EDUCATION

SAINT LOUIS HIGH SCHOOL, Honolulu, HI
High School Diploma,

HAWAII PACIFIC UNIVERSITY, Honolulu, HI
BS Human Resource Management,