

Nora E. Klie

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EDUCATION

- Angelo State University, Texas** 12/2011
Master of Arts in Communication
GPA: 4.0
- Bachelor of Arts; GPA: 3.8 08/2009 - 08/2010
Major: Communication Minor: Journalism
- University of Hannover, Hannover/Germany** 10/2007 - 07/2009
Major: English Minor: Kinesiology
- Gymnasium Isernhagen, Hannover/Germany** 07/2006
Abitur (High School Graduation), German GPA: 2.1
American GPA: 3.5
- Junior high school year in Saranac/NY 08/2003 – 06/2004
- Other**
- *Awards:* Carr Academic Scholarship, Carr Graduate Scholarship

WORK EXPERIENCE

- Teaching Assistant at Angelo State University** 08/2011 – 12/2011
Responsibilities:
- Educating undergraduate students in the subject of public speaking
 - Preparation and planning of lessons
 - Motivation and coaching of students
- Graduate Assistant at Angelo State University** 08/2010 – 08/2011
Responsibilities:
- Scheduling office hours for employees
 - Grading papers for professors
 - Supervising classes

Web Assistant at Angelo State University 09/2009-09/2010
Responsibilities:
• University website management

Promoter and Hostess at fairs around Germany 2006-2009
Worked for companies such as Volkswagen and BMW
Responsibilities:
• Event planning and organizing
• Communication with international customers
• Promotion
• Recruiting/Sales

Self Employed Certified tennis coach in Hannover, Germany 2005-2009
Responsibilities:
• Teaching tennis to children of all ages
• Organizing and supervising tennis camps

SKILLS

- Fluent in German and English; Basic French
- Proficiency in Microsoft Office, Adobe InDesign, Photoshop, Dreamweaver

EXTRACURRICULAR ACTIVITIES

- Presentation of two research papers at the Texas Speech Conference in Dallas 10/2011
- Voluntary work in church youth group 2004-2006