

Resumé

NAME : Ronald Greenfield
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GOAL To gain meaningful employment in a position within a company in the hospitality trade, where I can use my various skills and talents to their full potential.

PERSONALITY :

I am enthusiastic about taking up new challenges in life (I moved here from the U.K.) and would describe myself as ambitious and hardworking.

I am basically a fun loving person with an interest in all things, whom others consider as honest, sincere and friendly, whilst also considering me as modest.

I am eager and always willing to learn new techniques that will help to enhance my capabilities and I work well with others, under pressure, always meeting deadlines.

PROFESSIONAL SUMMARY :

I am a trained and experienced English Toastmaster with a great deal of experience in organising the on-the-day running of weddings, events and functions of every kind. I am computer literate, having designed and maintain quite a few websites. More information from <http://www.theenglishtoastmasterintheusa.com>

I have for many years, worked professionally on stage and screen as a solo entertainer, one half of a very successful comedy duo and lead singer of a harmony band.

I began my working life in an Architects Office drawing plans for general housing then owned my own General Construction Company, before turning my talent to Teaching. Firstly teaching Construction in the Education Department of a Prison, then teaching the same to young adults with Special Needs in a college where I also taught Arts & Crafts. My last position in the education field was teaching Information, Communication & Technology to 11 to 16 year olds in a School of Technology in Lincolnshire, U.K.

AREAS OF COMPUTER PROFICIENCY:	Microsoft Word	Web Design	Adobe Photoshop
	Microsoft Excel	Html coding	
	Microsoft Publisher	Proshow Producer	
	Microsoft Powerpoint	Windows 7	IE, Chrome, Firefox

EDUCATION :

Upton Secondary Modern School – September 1962 – August 1965
U.K. Secondary School curriculum. Excelled in Art & Woodwork

Whitwood College of Technology – August 1965 – July 1966
Pre-Apprenticeship course in Building Construction.
Received top honours for Practical & Theory.

Wakefield College of Building – August 1966 – July 1968
Construction Technicians Certificate. Part One.

Barnsley College of Technology – August 1968 – July 1970
Construction Technicians Certificate. Part Two.

Doncaster Teacher Training College – September 1994 – July 1996
City & Guilds, Adult Teaching Certificate (Cert.7306).

RELEVANT EXPERIENCE :

English Toastmaster – October 2006 – Present
Organising the on-the-day running of weddings, events and functions of every kind. Civic / Diplomatic Luncheons & Dinners, Gala & Charity Balls, Corporate Dinners. Which include making Introductions, Announcing Speeches, organising the Receiving Line, etc. Advising on Etiquette and Protocol.

Webmaster – November 1999 – Present
Designing personal and business websites of every kind, hosting and maintaining such.

ICT Teacher – September 2004 – August 2009
Teaching Information, Communication and Technology to 11 to 16 year olds at Middlefield School of Technology in Lincolnshire, U.K., which later became Trent Valley Academy.

Construction Teacher/Centre Coordinator – May 2003 – August 2004
Teaching general construction to young adults with learning difficulties and disabilities, plus Arts & Crafts at Weelsby College, Grimsby, U.K. Duties also included the everyday running of the Vocational annex of the College.

Construction Teacher – May 1994 – July 2002
Teaching Brickwork, Plumbing, Electrics, Woodwork, Painting and Decorating to Inmates 15 years old and upwards at HMP Doncaster.

Soya & Bean – Comedy Double Act – April 1977 – May 2002
Vocal/Comedy/Instrumental duo. Clubs, Cabaret, Theatre and Television throughout the U.K.
Awarded 'UK Comedy Act of the Year 1986' by Club Mirror.

Greenfield Construction – Self Employed – July 1972 – May 1994
All areas of general construction for Homes and Business Properties. Repairs/ New Builds/etc.

Drawing Office Technician – August 1966 – July 1972
General drawing office duties, including : Producing working drawings for Contractors, Site visits, Land Surveys, Preliminary Design, etc.

References are available upon request.