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Brooklyn, NY 11216

**Joseph A. Figueroa**

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**Education**

City College of New York  
2015 - Present  
Junior in Chemical Engineering  
GPA: 3.7/4.0

DePaul University  
2005 - 2009  
B.A. *cum laude* in Psychology,  
Focus: Community Psychology.  
GPA: 3.7/4.0

**Experience**

**Henan College of Finance and Taxation, Zhengzhou, Henan, China**

February 2013 to February 2014

*English/Econ/Stats Instructor* - Full Time – 1 year contract

- Taught as an English teacher at HCFT for two semesters. The courses taught included oral English, writing English, economics, and statistics.
- Freshmen and sophomore grade levels were taught.

**Pratt College, Brooklyn, NY**

March 2012 to January 2013

*Graduate Student Liaison* - Full Time - 10 month Project

- Liaison between foreign graduate students and the college.
- Corresponded with many students from China, Taiwan, India, Japan, and Korea.
- Provided foreign students with academic guidance and physical logistics.
- Helped students prepare for supplementary English courses upon arrival to the college.

**Total Attorneys**

July 2009 to August 2010

*Administrative Assistant* - Full Time

- Liaison between clients and their respective attorneys.
- Handled over 100 clients on a daily basis.
- In charge of scheduling appointments, transportation, and other physical logistics.
- Working knowledge in DUI, Immigration, family law, injury, and criminal defense cases.

**DePaul University, Chicago, IL**

January 2008 to June 2009 - Full-time

*Research Leader* - Full Time

- Led a team of 12 peers during an 18 month research study.
- Taught proper coding and transcription techniques to peers.

- Organized and led the team in creating and presenting symposiums at conferences.
- Taught students how to interpret oral English and body language for transcription.

**DePaul University, Chicago, IL**

January 2008 to - June 2009

*Tutor/advisor* - Part-time

- Advised university students with questions about their academic paths.
- Tutored university students on how to write for American academic journals.
- Helped students with English grammar and composition for their respective courses.
- Held group tutor sessions to allow students to engage in peer learning.

**Language Skills**

English (Native)

Chinese (Mandarin – Lower Intermediate)

**Publications**

2009 - 2010

*Empowerment in Hospice* – Located in the AJCP (American Journal of Community Psychology) and the JCP (Journal of Community Psychology).