

# Mika Ben-Moshe

MBA HR Management Student | English Teacher

 [linkedin.com/in/mika-ben-moshe](https://www.linkedin.com/in/mika-ben-moshe)

Phone:

+972 53 8252260

Email:

mikabenmoshe@gmail.com

## Summary

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MBA student and English teacher with strong communication and interpersonal skills looking to step into the **Human Resources field**. Eager to learn and develop. Fast learner with high standards, open to new ideas, empathic, pleasant, and ambitious. Computer and technology driven, with high English proficiency both spoken and written.

## Work Experience

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### English Teacher – 2019 to Present

- Currently teaching at Herzl Primary School in Haifa.
- Taught in two primary schools, and one junior high school in Haifa – Practice Teaching.
- Taught in a junior high school in Linz, Austria (8<sup>th</sup> grade) – Practice Teaching.

### Self-Employed English Tutor – 2019 to Present

### Flights and Vacations Operator, Israir Airlines LTD – 2018 to 2019

- Was responsible for communicating with customers and suppliers (aviation companies, hotels, and transport companies).
- Worked mainly in English – both writing and speaking
- Created new working methods.
- Worked with Excel and Outlook.

## Education

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M.B.A. **Human Resources Management, Ono Academic College**, Haifa – Jan. 2023-present

B.Ed. **English Teaching, Gordon Academic College**, Haifa – 2019-2022

- Graduated with honors, **Final GPA: 96**
- Participant in the Ministry of Education's "Regev" program for **excellent students**.
- Received the **Dean's Excellence Award** for the academic years 2020 and 2021.
- Took part in a **student exchange program** at the University of Education of Upper Austria for one semester (ERASMUS+).
- Volunteered in "The Women's Courtyard" – a center for girls and women in situations of distress and risk.

## Military Service

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### Educational NCO, Israeli Defense Force - 2015 - 2017

- Honorably discharged with the rank of Sergeant.
- Served as the educational representative of the battalion.

## Skills

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Word | Excel | PowerPoint | Customer Service | Employee Welfare | Teaching | Administration