

KEITH TZE JYE NAN
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Education

Arizona State University, Tempe, AZ <i>Graduate Certificate, Computer-Assisted Language Learning</i>	Expected June 2028
SUNY Empire State University, NY <i>Graduate Certificate, English as a New Language</i>	Expected Jun 2027
Penn State University, PA <i>Graduate Certificate, Learning Design and Technology Integration</i>	June 2026 GPA: 4.0
Boston University, MA <i>EdM, World Language Education, French</i>	May 2025 GPA: 4.0
Université de Paris Nanterre, France <i>Diplôme D'Université, Graduate Certificate, Didactic Pedagogy</i>	May 2024 Grade: <i>Admis</i> (Awarded)
Hunter College, City University of New York, NY <i>B.A. French Language and Civilization, B.A. Sociology</i>	May 2022 GPA 3.70

Work Experiences

New York City Department of Education - Bayside High School, Queens, New York <i>World Language Educator</i>	Sep. 2025-Now
• Teach French and Chinese using proficiency-based, communicative methods in a multilingual, urban high school setting with ~30 students per class. • Design unit plans aligned with ACTFL and NYC DOE Standards, including performance-based assessments and culturally authentic materials. • Use formative data to differentiate instruction, implement tiered tasks, and monitor student growth through targeted intervention. • Collaborate with ELL and SPED teams to support diverse learners in inclusive settings.	
Newton North High School, Newton, Massachusetts <i>Practicum Student Teaching</i>	Jan. 2025-May 2025
• Taught French Level 2 class using a communicative approach in conjunction with traditional drilling. • Kept the family engaged in the student's learning journey. • Offered students one-on-one assistance upon request.	
John O'Bryant School of Math and Science, Boston, Massachusetts, <i>Pre-Practicum Student Teaching</i>	Sep. 2024-Dec. 2024
• Observed and reflected on traditional language methodologies and the communicative approach. • Conducted mini-lessons using the data-driven and interactive methodology.	
Académie de Nantes, Le Mans, Pays de la Loire, France <i>Language Assistant/Teaching Aide</i>	Sep. 2023-May 2024
• Designed and delivered weekly interactive lessons, resulting in a 20% increase in student oral participation. • Facilitated discussions on contemporary topics to enhance student engagement • Implemented formative assessment strategies to track progress and adapt lesson content to student needs.	

Coco Fresh Tea & Juice, New York

Shift Manager & Barista

Sep. 2021-Sep. 2023

- Managed staff scheduling and addressed conflicts, honing communication and leadership skills.
- Prepared weekly programs and scheduled employees based on the team's availability and sales data.

Volunteer Experiences

Assembly of God

Dec. 2015-Sep. 2023

Media Equipment Assistant

- Managed media equipment and presentation content for weekly worship services

Bayside High School

Oct. 2016-June 2018

Chemistry Teaching Assistant & Programming Office Assistant

- Provided targeted one-on-one tutoring for ELL students, improving comprehension and exam performance
- Assisted the teacher in evaluating homework, tests, and attendance, and uploading statistics to the DOE.

Language Competency

Chinese – Native Proficiency

English – Native Proficiency

Wenzhounese – Native Proficiency

French – Professional Working Proficiency / CEFR Scale: B2 / ACTFL Scale: Advanced Mid

Professional Affiliations

- Member, American Association of Teachers of French (AATF), 2025–present
- Member, American Council on the Teaching of Foreign Languages (ACTFL), 2025-present
- Member, New York State Association for Language Teachers (NYSAFLT), 2025-present

Certifications

New York State Initial Teaching Certificate, French 7–12

Issued: June 2025 • Valid Through: August 2030

New York State Initial Teaching Certificate, Chinese 7-12

Issued: August 2025 • Valid Through: August 2030

Skills

- Proficient in Microsoft Office Suite and Google Suite Applications.
- Proficient in Educational Software including Google Classroom and Schoology.
- Proficient in Macintosh Windows GUI, familiar with Linux, Ubuntu GUI, and Bash.
- Working Proficiency in Audacity for Podcast Platform.

References available upon request