

Martha Eleanor Smoak

Preferred name: **Ellie Smoak**

7111 Maybank Hwy
Wadmalaw Island, SC 29487
(843) 810-2287
elliesmoak5@gmail.com
mesmoak@g.clemson.edu

EXPERIENCE

Internship- International Relations Office in the College of Education at the University of Montpellier / Philippe Bouaillon -

philippe.bouaillon@umontpellier.fr

FEBRUARY - MAY 2022, MONTPELLIER, FRANCE

- Created a project for the international students who come to the university
- Project consisted of important contacts, a map of the school and town, how to use public transportation, etc.

French Teacher / Stephanie LaGuardia - (864) 382-9431

SEPTEMBER 2022 - PRESENT, CLEMSON, SC

- Create and teach French Curriculum at Episcopal Day School at Holy Trinity Church
- Curriculum is designed for 3k and 4k

Preschool Substitute / Stephanie LaGuardia - (864) 382-9431

JANUARY 2021 - PRESENT, CLEMSON, SC

- Substitute teacher at Episcopal Day School at Holy Trinity Church
- Consistently substitute in the classroom which need an aid

After School Teacher / Stephanie LaGuardia - (864) 382-9431

JANUARY 2021 - PRESENT, CLEMSON, SC

- After school care employee at Episcopal Day School at Holy Trinity Church
- Available to care for children after school on weekdays 12:30-5:30

Summer Nanny Share / Amy Gregorie - (843) 303-3089, Sarah Cobb - (843) 300-5495

JUNE 2022 - AUGUST 2022, CHARLESTON, SC

- Served as a nanny for two 3-year-old girls
- Monday through Friday all day coordinating activities

Front Desk Manager / Amy Lesesne - (404) 358-8167

JUNE 2021 - AUGUST 2021, ANCHORAGE 1770, BEAUFORT, SC

- Managed front desk responsibilities at a boutique inn, Anchorage 1770

LANGUAGES

French- Advanced

EDUCATION

Clemson University, Clemson, SC — *French and International Business*

AUGUST 2019 - PRESENT

GPA- 3.35

AWARDS- Dean's List- Spring 2020

Ashley Hall, Charleston, SC — *High School*

AUGUST 2017 - JUNE 2019

James Island Charter, Charleston, SC — *High School*

AUGUST 2015 - JUNE 2017

SKILLS

Proficient in:

Google Applications

Microsoft Office software

Social Media

INVOLVEMENT

French Professional Society Clemson University

2020 - PRESENT

Delta Delta Delta Clemson University

2019 - PRESENT