##### **EDUCATION**

**University of Southern California** Expected Graduation: May 2021

*Bachelor of Science in Human Biology* GPA: 3.54

*Minor in Business Administration* GPA: 3.28

*Minor in Occupational Therapy and Sciences* GPA: 3.23

*Minor in Dance* GPA: 4.00

**Honors:** Dornsife Dean’s List (2 semesters)

## **EXPERIENCE**

## **Arena K-town** Los Angeles, CA

*Marketing Intern* February 2019 – August 2019

* Helped run operations during weekly clubbing events on a monthly basis while endorsing on social media

## 

## **USC Residential Education** Los Angeles, CA

*Residential Assistant* August 2018 – May 2019

* Enforced university policies with all residents while creating an accepting, respectful, and friendly atmosphere
* Hosted 5 to 7 floor events and 2 larger neighborhood events to promote community bonding

## **Victory Tae Kwon Do USA** Hacienda Heights, CA

*Instructor* August 2012 – August 2017

* Mentored students from ages as young as 3 to adults as old as 65 the fundamentals of Tae Kwon Do
* Participated in managerial work from keeping inventory, customer relations, to leading the promotion of the business online using the company website and social media (5+ video advertisement campaigns)

##### **LEADERSHIP & INVOLVEMENT**

## Alpha Phi Omega - Alpha Kappa Chapter Los Angeles, CA

*Special Events Coordinator* January 2019 – Present

* Planned large events for chapter with average of 50 to 100 participants including retreat and banquet
* Worked together and coordinated with 10 other officers in regard to their respective events hosted

*Regional Service Chair* October 2019 – February 2020

* Managed 20+ service workshops at a regional level convention
* Planned social and volunteering events among 30 chapters on the West Coast including 150+ participants

*Interchapter Chair* April 2018 – May 2019

* Managed hosting and communicating of chapter events to home members in Alpha Kappa
* Planned social and volunteering events among 15 chapters in Southern California and 350 chapters nationally

USC USG – University of Southern California Undergraduate Student Government

*Performing Arts Committee* *External Outreach Coordinator* May 2019 – Present

* Coordinated communication among student organizations involved with 4 large scale events promoting art topics such as music and dance (3 on and 1 off campus); each with 100 to 500 attendees

## Zeta Phi Rho - Gamma Chapter Los Angeles, CA

*Philanthropy Chair* May 2019 – Present

* Managed a sandwich making event (1000+) for unfortunate people on Skid Rho, with over 100 participants
* Planning volunteer events among 10 chapters in Southern California

*Social Chair* May 2019 – Present

* Helped manage 2 fraternity rushes with over 20 recruits each while coordinating with 9 other chapters and 11 different sororities and planning over 20 other social events and 5 football tailgates,

*Fundraising Chair* April 2018 – May 2019

* Raised over $1000 in one semester through 2 events, one fundraiser and one social media competition
* Performed bookkeeping and recordkeeping for the entire fraternity

##### **SKILLS & INTERESTS**

**Languages**: Fluent in English & Cantonese, Basic Proficiency in Mandarin, Korean, & Vietnamese

**Technical Skills**: Word, Excel, PowerPoint, OneNote, CPR Certified (American Red Cross), Basic First Aid

**Interests**: Second Degree Black Belt (20+ Regional, National & International Awards), Dancing, Basketball, Cooking, EDM, Tennis, Photography, Video Games, Volunteering