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# Jun Zeng

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## PROFILE

A versatile individual with 16 years of experience in a variety of areas, with strong customer centric mindset, excellent communication skills and solid technical background.

## SKILLS

- Demonstrated capability to manage complex customer/stakeholder relationships.
- Excellent communication and negotiation skills based on multi-cultural background and empathy.
- Capability to explain complex technology, especially to senior or very young people in ways they feel comfortable and understandable.
- High level technical expertise in a wide range of computer tools, programs, and applications including MS Office suite.

## EMPLOYMENT HISTORY

### English / STEM Tutor

May 2019 – Now

Self Employed  
NSW / Australia

- Teach coding to primary school students.
  - Utilized initial teaching methods and technical tools; gained popularity among kids and reputation among their strict parents.
- Teach English to Chinese adult via online classes.
  - Dynamically update teaching materials on daily basis; gained high reputation among students via words of mouth.
- Manage website and other promotion activities.

### Project Manager / Coordinator

Sep 2016 – May 2019

Nanotag Technology Pty.  
NSW / Australia

- Provided customer service to business partners and end customers via email, phone calls and face to face communication.
- Dealt with challenging situation facing senior customers who are not familiar with technology, achieved high customer satisfaction level.

- Coordinated in promotion and campaign to market for Black Knight GPS Tracker, including Black Friday Promo, email campaign, SEO optimization.
- Worked closely with Telstra and Vodafone IT partners to solve technical issues.

#### **Production Coordinator**

**Sep 2015 – Sep 2016**

Enclosed Pty. Ltd  
NSW / Australia

- Managed full container importing, from logistics in China to receiving and delivery to customers. Dealt with multitasks and strict deadlines.

#### **Assistant Professor**

**Apr 2010 – Feb 2015**

YeoungJin College, Department of Electrical Engineer  
Daegu / Korea

- Taught students age from 6 to 60, from different countries and different cultural backgrounds.
- Ranked in top 10% in students review
- Mastered Korean and used it in teaching within 2 years

#### **Senior Engineer**

**Apr 2005 – Apr 2010**

Infineon (Xi'an) Technology  
Shaanxi / China

- Assigned to team leader of the verification group for digital ASIC chip;
- Ranked in top 3% in each year's performance appraisal.

#### **Electrical Engineer**

**Jul 2001– Jul 2003**

Tsinghua Tongfang Legend Silicon Corp.  
Beijing / China

- PCB design and debug using Protel and PowerPCB;
- Firmware test and debug in Linux environment

### **EDUCATION AND FURTHER TRAINING**

#### **Master of Computer Science**

**2003 – 2005**

Florida International University, USA

#### **Bachelor of Mechanical and Electrical Engineering**

**1996 – 2000**

Beijing University of Aeronautics & Astronautics, China

### **ADDITIONAL INFORMATION**

**Other Languages:** Mandarin, Korean, Cantonese

### **REFEREES**

Available on request