**姓 名**

Job Search Intentions: New Media Operations Jobs

Bachelor's degree Location: XXXXXXXXX Tel:12345678987 E-mail: chinaz@gmail.com

Honest, rigorous work, careful responsibility, strong principle, have a strong professionalism and execution ability, reflect a keen, clear thinking, understanding and obedience, with strong communication coordination and adaptability, have a wealth of teaching experience and good independent work ability, good at finding problems in the work, asking questions, solving problems.

**Work experience**

Inauguration Company: xxxx Studio

20xx.08-20xx.02

1. To help build and improve the curriculum system;

2. To assist in the completion of training design and project production, complete the release of the developed products, and track the practice, develop optimization programs, complete product optimization;

3. Responsible for collecting relevant teaching resources, feedback from all parties, and working out optimization programs

Inauguration Company:xxxxxxxx Studio

20xx.08-20xx.02

1. Communicate with parents and students by telephone and face-to-face, tap the actual needs of parents and students, and help parents and students understand the school curriculum and services;

2. Conduct assessments for students and develop practical learning and progress programs;

**Internship**

Inauguration Company: Chengdu Tianmei Studio 20XX.08-20XX.02

1. Responsible for daily newspaper consultation management, in the form of receiving telephone consultation, marketing QQ consulting, on-site desk consulting, to provide customers with professional course guidance and services;

2. Maintain the database of potential customers and students, telemarketing, return visits, follow-up work, further mining information and return visits, improve the conversion rate of the shift;

**Education**

Chengyi College,XXXXXXX University 20XX.08-20XX.02

E-Commerce / Undergraduate

Major courses: Computer Network Principles, E-Commerce Introduction, Network Marketing, Website Promotion, E-Commerce Customer Service, E-Commerce Website Construction and Maintenance, International Trade Overview, Consumer Psychology, etc.

**Professional Skills**

Certificate of Skills:

CET4, CET6, computer MS office second-level certificate, Mandarin secondary A, etc.

Event Honors:

Outstanding Freshman Representative of the College Journalist Corps, Outstanding Student Journalist in 20XX, And A Standard Student in 20XX

Scholarships:

20XX State First Class Scholarship

20XX Academy First Class Scholarship