

Demi Zhao

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Job Objective: Management Trainee

EDUCATION

Northeast Normal University Business English 2012.09~NOW

Bachelor of Arts in English Language, Bachelor of Management Science

Major subjects:

Business English, Management Science, Marketing Management, **Human Resources**, International Trade, **E-commerce**, etc.

CERTIFICATE

1. TEM-4
2. Business English Certificate Higher (BEC-H)
3. CATTI English Translator Level 3
4. National Computer Rank Examination Certification of Level 2

ACTIVITIES

Minister	Red Candle Volunteer Association	2013.03~2014.03
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Recruitment

Organize many volunteer activities

English Translation Training Jiwei Translation Ltd. 2014.03~2014.10

Use the video of the press conference after NPC&CPPCC as material.

Practice consecutive interpretation.

Improve the English listening and speaking.

Many Volunteer Activities

1. Northeast Asia Expo	Volunteer	2013.05
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Responsible for the volunteer recruitment in Foreign Language College.

Type all the information of **over 200** students by myself.

2. Visit Nursery House 2012.10~2014.03

Recruit volunteer

Contact with nursery house

Organize nursery house visiting

3. Job Fair	Volunteer	2013.11
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Arrange the hall one day before the job fair.

Provide service for corporations and applicants.

English Tutor 2015.08

Communicate with both the student and her parents.

Make teaching plan and time table.

Teach English.