

JASMINE U

GEOGRAPHY: Hawaii, Pacific Northwest, Geographically Flexible

INDUSTRY: [International Relations](#), [Language/Culture](#), [Marketing/Advertising](#),
[Museum Work](#), [Public Relations](#)

EDUCATION

- Scripps College: Claremont, CA B.A. expected 05/2015
- Major in Asian Studies, with senior thesis examining the ‘demonic’ women of pre-modern Japanese theatre
 - Minor in Japanese Language, in partnership with Pomona College
 - Dean’s List: Spring 2014
- International Christian University: Mitaka, Tokyo, Japan 07-11/2013
- Study abroad: intensive Japanese language summer program and enrollment in fall semester classes; completed language courses through advanced level; entered two homestay programs
- King Kekaulike High School: Pukalani, HI 08/2007 - 05/2011
- Ranked 1 of 268; *summa cum laude* graduate; valedictorian; Advanced Placement Scholar with Honors

EMPLOYMENT EXPERIENCE

- Scripps College Visual Resources: Claremont, CA 09/2011 - present
Archives Assistant
- Digitally rendered slide images in the College’s art history department: responsible for image optimizing, data entry and cataloguing, filing, slide quality control, data management on local and network systems, archiving
 - Assisted the Curator of Visual Resources in managing databases on which images are published
 - Created digital classroom resources for faculty and converted professors’ personal collections for College use
- Skyline Eco-Adventures, Haleakala Zipline Course: Kula, HI Summers 2012, 2013, 2014
Front Desk Attendant, Photo Desk Attendant
- Managed on-site reservations, payment systems, and check-in processes; sold tours to new customers
 - Monitored status of simultaneous tours, maintained contact with company headquarters and travel agencies
 - Oversaw all photo and retail sales; documented profits, discount tickets, and vouchers
 - Processed action photographs of each guest and prepared photo bundles for purchase
 - Fostered positive relationships with customers by highlighting company goals, including carbon-neutral sustainability practices and initiatives to help repopulate Hawaii’s forests with native wildlife
- Sallie Tiernan Field House: Claremont, CA 09/2012 - 04/2013
Customer Service Associate
- Welcomed patrons; managed check-in, member registration, room reservations, bicycle/sports equipment rentals
 - Performed periodic checks of premises; completed CPR and AED training
 - Relayed Field House event information to patrons, and ignited interest with community building
- Karamel Collections Hawaii: Wailea, HI Summer 2012
Fine Retail Sales Associate
- Greeted customers, and acquainted them with the Karamel line’s family-run style and high quality pieces
 - Point of sale and merchandising: arranged store to optimize visual coherence and to pique guests’ interest in luxury apparel and locally handcrafted accessories

SKILLS PROFILE, VOLUNTEER HISTORY, PERSONAL INTERESTS

- Experience with Adobe Photoshop, GIMP, Microsoft Office, Luna Imaging, Embark Gallery Systems
- Proficient in spoken and some written Japanese; 7 years formal study
- Leadership and volunteer experience: Key Club (President), Drama Club (Secretary), AVID (Advancement Via Individual Determination) tutor, and National Honor Society tutor at King Kekaulike High School
- Classical Japanese Dance: Matsudai Ryu Dance Academy (2010-present; professional *natori* certification expected March 2015), Nihonbuyou Kenyuukai (2013), Fujima Ryu Dance Academy (2003-2009)