

# Grace Chow

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## OBJECTIVE

To obtain an internship as an assistant designer in the SF Bay Area

## EDUCATION

**Fashion Institute of Design and Merchandising** >>A.A. in Fashion Design Expected June '11  
**University of California, Berkeley** >>Bachelor of Arts in Practice of Art May '09 (GPA 3.6)  
>>Bachelor of Arts in Psychology

## EXPERIENCE

**Jungle Communications, Inc., Asian Marketing Specialist, Berkeley, CA** Jan '10-Present

- Managed the Department of Public Works' Street Intercept Survey Project
- Outreached to over 50 Chinese restaurant owners in Bay Area about a new ordinance
- Created an English to Chinese Glossary of common phrases for the City and County of San Francisco's Department of Elections

**Walgreens, Business Management Intern, Oakland, CA** June '08-August '08

- Operated a large volume store with a team of 60 to produce a gross profit of \$1 million per year
- Interacted with and served over 300 customers daily
- Resolved customer conflicts as an assistant manager
- Expedited Prescription Savings Club and created advertising flyers and posters

**Swarovski, Sales Associate, San Francisco, CA** May '07-July '07

- Interacted with and served over 50 customers daily in various languages
- Received the "Top Sales Store Award" in the Northern California district
- Performed merchandising tasks such as filing shipment orders, product tracking, and customizing in-store product displays

## ACTIVITIES

**Fashion And Student Trends, Fashion Designer, UC Berkeley, CA** Sept '07-Nov '09

- Co-designed an evening gowns collection called "Intersect" for Spring 09 Fashion Show with over 400 in attendance
- Designed and executed an art-inspired collection called "Bedroom Eyes" for Fall 09 Fashion Show with over 350 in attendance
- Directed photo shoots and photographed models wearing my designs
- Designed and created mini bags for fundraising

## LANGUAGE AND SKILLS

Fluent in English, Cantonese, Mandarin, and elementary French

Proficient in Windows, Mac OS X, Microsoft Office, basic Adobe Photoshop and Illustrator

\*References are available upon request