

## TINGTING AMELIA ZHENG

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**ENGLISH - FRENCH - CHINESE**

### SUMMARY OF QUALIFICATIONS

- ✓ Several years' experience in commercial negotiation, business development and project management
- ✓ Multiple language, high energy, a great relationship builder and a true problem solver
- ✓ Self-motivated, open-minded person with STRONG desire to be in technology

### WORK EXPERIENCE

#### **Contract Specialist**

FIRAN TECHNOLOGY GROUP CORPORATION

*Toronto, ON*

Nov, 2012-

Present

- ✓ Lead commercial and contracts negotiations with principal Air-framer and Tier 1 Avionic providers, helped company land couple multi-million dollar contracts
- ✓ Assist in company's mergers and acquisitions strategy planning, helped company close two purchasing transaction deals
- ✓ Provide cross-functional leadership—bridging gaps within the company between different functions and departments, such as engineering team, sales and customer support
- ✓ Initiate and facilitate meetings to analyze data and design resolutions, in order to better understand clients and improve business process
- ✓ Deliver great experience for clients to win long term contracts from repeat clients
- ✓ Work closely with senior management team to identify the efficient way to deliver internal and external requirements

#### **Director of Leadership & Career Development (Volunteer)**

NORTH AMERICAN ASSOCIATION OF ASIAN PROFESSIONALS-  
TORONTO CHAPTER

*Toronto, ON*

Sep, 2014-

Present

- ✓ Create, lead and manage NAAPTO's first leadership program- Mastermind program, aim to help working professionals to advance in career and in life
- ✓ Develop and manage partnerships with corporate diversity recruitment contacts

**International Community Leader (Volunteer)**

STARTUP TORONTO

*Toronto, ON*

- ✓ Develop relationships with international Startup communities
- ✓ Work hard to make Startup Toronto the hub of the Startup ecosystem in Toronto

Feb 2015-  
Present**VP & Director**

JUNIOR CHAMBER OF COMMERCE ST-LAURENT

*Saint-Laurent, QC*

- ✓ Membership and Marketing development
- ✓ Build an innovation centre and provide support for young entrepreneurs

Dec,2011-  
Dec,2012**Business Lawyer**

ZHONG LUN LAW FIRM

*Shanghai, China*

- ✓ Legal practice in one of the top 500 Asian law firms and a prestigious Chinese foreign-related law office
- ✓ Draft and translate commercial legal documents for non-litigation transactions

Oct,2008-  
July,2009**Regional marketing & sales assistant**

JOHNSON&amp;JONHSON VISION CARE (SHANGHAI) LTD

*Shanghai, China*

- ✓ Initiate market research studies, analyze findings, assist in production development, marketing and business strategies planning
- ✓ Evaluate activities of sales departments in commercial, industrial, wholesale and other non-retail establishments

Mar,2008-  
Jul,2008**EDUCATION****International Association for Contract & Commercial Management***Toronto, ON*2014-  
Present**Master of Law (LL.M.), Business Law in a Global Context**UNIVERSITY OF MONTREAL, *Montreal, QC*

2010

**VOLUNTEER**

Startup Grind &amp; Startup Toronto

2015

**AWARDS**First Place Speaker for Toastmasters Area Contest  
Toastmasters International Area 64, Montreal

2012