

Curriculum Vitae

General Information

Name	Yee Hong Chan (Henry)
Address	Lutherstraße 36 69120 Heidelberg Germany
Date of Birth	10.11.1992
Telephone	0176 32965603
Email	yhchan.henry@gmail.com
Skype	yhchanhenry
Nationality	Hong Kong



Education Background

Aug 2020 – Mar 2021	Full-Stack Web Development Program CareerFoundry, Germany
Oct 2019 – Sept 2021	Master of Arts in American Studies Ruprecht-Karls-Universität Heidelberg, Germany Recipient of the Schurman Foundation scholarship
Sept 2017 – Aug 2019	Master of Arts in Literary and Cultural Studies The University of Hong Kong, Hong Kong Passed with Distinction
Jan 2014 – May 2014	International Student Exchange Program California State University, San Marcos, USA
Sept 2011 – Jul 2015	Bachelor of Arts in English The Chinese University of Hong Kong, Hong Kong Graduated with First Class Honors

Work Experience

Jul 2016 – Aug 2018
Feb 2019 – May 2019

Beacon College

Editor

- Led a team of editors to compose and proofread teaching materials, sample essays, and exam papers.
- Organized markers' meetings for the annual mock exam; oversaw the grading and logistical arrangements.
- Recruited, trained, and managed freelance writers and graders; prepared monthly budget reports.

Aug 2015 – Jun 2016

TVB International

Marketing Communications Executive

- Prepared marketing collateral materials, including bilingual drama and non-drama synopsis, emcee scripts, media clippings, advertorials and press releases.
- Coordinated and supported various marketing and PR functions in Hong Kong and overseas markets.
- Arranged interviews and endorsement shooting sessions between overseas media and TVB artistes.

Aug 2014 – Dec 2014

EF Education First

Research Analyst Intern

- Researched, compiled, and edited the 48-page EF English Proficiency Index series (EF EPI), a ranking of 63 countries by adult English proficiency, which demanded frequent contact with respective country managers.
- Drafted Chinese and English press releases for global dissemination that led to reports by 500+ media outlets.
- Pitched local media on the EF EPI; disseminated vital information to various media outlets, answered media inquiries, and arranged media interviews.
- Calculated local media worth for the EF EPI coverage for post-event evaluation by senior management.

Jun 2013 – July 2013

Social Ventures Hong Kong

Intern

- Drafted growth education curricula for underprivileged schoolchildren.
- Organized a one-day trip to Disneyland for 200+ primary school students.