

Devan K. Wong

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EDUCATION

Graduated at San Jose State University, San Jose, CA
BFA Digital Media & BA Design Studies
Concentration: Graphic Design & Digital Media

PROFESSIONAL EXPERIENCE

Events Manager, Club Auto Sport, San Jose, CA, October 2014-
Current
Social Media & Marketing, Legarza Sports Camp, San Carlos, CA, May
2014 – October 2014
Steins Beer Garden Social Media, Mountain View, CA, June 2013-
July 2014
ZERO1 Art Ambassador intern, Silicon Valley, CA , Summer 2012
Front Desk Sales, San Jose Boxing and Fitness, San Jose, CA
February 2011- February 2012

SKILLS

Manages and coordinates corporate events, wedding, proms, etc.
Help clients create their ideal event within their budget
Plans and creates memorable events for the client and all attendees
Develops great relationships with outside vendors
Able to handle complicated situations at a prompt and professional
way
Able to use social media to attract vendors and potential clients
Able to multi-task and able to change directions
Hard worker with a positive attitude
Responsible and a great team player
Great communication skills
Experience answering business phones, scheduling appointments
Experience dealing with dissatisfied customers
Ability to work with diverse groups of people
Experience with PCs and Apple software

Extracurricular/ Volunteer Experience

Social Media [Facebook and Instagram] Mountain View, 2013-2014
Graphic Artist with ZERO1 on game Tag and Seek, San Jose, CA Fall 2011
SJSU Club Volleyball Team, Captain, San Jose, CA Fall 2010- 2013
Product Photographer/Logo Designer, GloveXpress, El Sobrante, CA