

Fu Lian Doble • 宁福连

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Education

University of Manchester • 2019-2023

BA Hons Chinese Studies • 2.1 with Distinction in Spoken Chinese
Dissertation

Beijing Normal University • 2019-2019

Study China programme • Distinction

Royal Northern College of Music • 2018-2019

Certificate of Higher Education • Vocal Studies and Opera

Ysgol John Bright: 2011-2018

A Levels

RE: A Welsh Baccalaureate: Distinction
History: B English Language: B

GCSE

9 x A* - A

Experience

2023-2024

University of Manchester IT Services • Graduate Marketing and Comms Intern

Internal and external communications to an audience of more than 450 colleagues and a student population 40,250.

- Updating the IT Services website using T4.
- Writing articles and content for publishing on our internal channels.
- Creating weekly email newsletters using Spotler.
- Monitoring our public facing social media channels using Hootsuite.
- Creating assets using the Adobe suite and uploading them to our digital screens using Xibo.
- Supporting and leading on student and staff facing projects such as Xerox printer rollout, IT amnesty kit week, IT Services social activities.

2023 - 2023

Magic Sound • Community Partnerships Manager

- Researched and engaged partners who resonate with our target demographic
- Tailoring each offer when pitching to a potential partner to ensure that both sides can mutually benefit from a partnership
- Planning and creating actionable publicity plans for upcoming events and updating superiors on progress.
- Created a Manchester Marketing and PR campaign with actionable goals and targets.
- Meeting and visiting promotional partners face to face as well as helping out ad-hoc at concerts and events

2022-2022

EIC Education • International Language Trainer (Pagoda Projects Internship)

- Assisted students in preparation for the IELTS speaking exam by providing speaking lessons based on past exam questions.
- Helped students to improve their fluency by providing students with lessons based on their fluency and following up with feedback after each class.

2022-2022

SALVE International • Website and Marketing Officer (SEI UoM internship)

- Updated the content and the layout of the website by writing copy, improving navigation and accessibility whilst researching layout and UE.
- Produced graphics using Canva and creating newsletters using Mailchimp.
- Problem solved and implemented solutions to solve constraints placed by Wordpress.

2017-2018

Primark • Retail Assistant

- Communicating with customers and providing them with a positive shopping experience.
- Providing information and responding to customer inquiries
- Awareness of stock on the shop floor and maintaining levels
- Proficient in POS.

Volunteering

2021-Present

CACH-ALL • Webmaster

- Volunteered as webmaster to ensure regular updating of content on the new website.
- Provided a convenient way to collect international donations as well as a way for merchandise to be sold.
- Installed SSL certificate for safety and security.
- Protected content by having memberships login portal.
- Organised and facilitated the migration of the website to a new host.

2021-2023

Decolonise East Asian Studies • Founder

- Spearheaded a campaign working in collaboration with university staff and grassroots organisations to decolonise the curriculums of East Asian studies.
- Planned events and communicated with speakers, UoM and MCI.
- Delegated and distributed tasks among the team members.
- Managing the marketing such as publicizing events, scheduled social media posts using Buffer, creating Eventbrite links.

2019-2021, 2022-Present**Revelation Church Manchester • Welcome Team leader**

- Setting up and packing down the refreshments table
- Making and serving teas, coffees (using the machines) and soft drinks
- Welcoming guests and providing information for newcomers
- Checking the church phone and overseeing the doors
- Helping people find seats

2020-2021**CACH-ALL • Website Intern**

- Led the migration of material from the old Joomla website over to Wordpress whilst ensuring the website is modern, accessible and up to date.
- Mentored website interns and delegated tasks.
- Collaborated with social media interns to create new branding for the site.

Additional skills

- Confident public speaker with past experience speaking on topics such as adoption and East Asian awareness.
- ARSM diploma in voice and piano.
- Currently singing as Soprano 1 with Schola Apium.
- HSK 3 in Mandarin Chinese, passed Coursera's HSK 4 course with 99.30% and reached level 6 in final year of university. Currently working to pass HSK 5.
- Won Best Performance Award at the 2023 Chinese Bridge UK Regional Finals
- Hobbies include music, sewing (self-taught) and reading.
- Proficient using Microsoft Suite, Microsoft Sharepoint, Adobe programs such as Lightroom, Illustrator, Premiere Pro as well as Wordpress, Mailchimp, Hootsuite and Buffer.