

Jasmine Zhu

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EDUCATION

Emory University

Major in Anthropology, minor in Computer Informatics. GPA: 3.2/4.0

Atlanta, GA

May 2021

International High School

GPA: 3.9/4.0, SAT: 1530/1600

Bellevue, WA

June 2017

WORK EXPERIENCE

Global Village Project

Atlanta, GA

SalesForce CRM and Event Coordinator Intern

January 2020 – Present

- Manage constituent donations through SalesForce and generate reports to support the development team
- Aid various marketing projects and coordinate 40+ volunteers/tasks for day-of activities for the Tribute Gala

Summer Search

Tukwila, WA

Development Assistant & Event Coordinator

June 2019 – August 2019

- Deposited daily donations and worked with the national team to initiate/code gifts in SharePoint and Razor's Edge
- Procured in-kind and gift certificate donations, total valued at \$5,200, for our Summer Celebration silent auction
- Worked on various small-scale projects while using Excel, Word, Canva, Mail Merge, and Razor's Edge

Belle Pastry

Bellevue, WA

Barista and Food Server

May 2018 – August 2018, December 2018

- Initiated new marketing efforts at a family-owned bakery to increase customer loyalty and brand recognition
- Provided excellent customer service, food/drink preparations, and trained new hires to prepare for the front house

Pinnacle View

Atlanta, GA

Program Manager Intern

January 2018 – August 2018

- Hosted events for the speaker series, 'Celebrating Success', where business entrepreneurs share wisdom and we provide networking opportunities for Emory students. Notable speakers include Rei Wang and Stefanie Diaz.
- Developed relationships with speakers, venue handlers and caterers to streamline planning for consistent events
- Learned market strategizing and social media promotion skills while improving email and phone interview skills

LEADERSHIP ACTIVITIES

TableTalk

Atlanta, GA

Co-President

September 2017 – Present

- Organize the annual Couchella Music Festival by coordinating AV equipment, auditions, and run-of-show tasks
- Coordinate and lead weekly executive board meetings, program meetings for a general body of 43 students
- Implemented new internal initiatives to increase community within TableTalk branches, such as CoffeeTalks.
- Collaborate with other student-led organizations to facilitate discussions and events around campus

Alpha Kappa Psi Business Fraternity

Atlanta, GA

Vice President of Service, Co-Vice President of Membership

September 2017 – Present

- Hosted a Resume Workshop for diversity groups around campus which had an attendance of over 45 students
- Coordinated and taught lessons with NextGen on "How to Present Yourself" to classes at Banneker High School
- Co-hosted 8 events for 120 students in a two-week frame with a focus on approachable and engaging rush events
- Raised \$6,127.89 collectively as a pledge class for the Atlanta Community Food Bank, providing 22,108 meals

Special Olympics Washington

Seattle, WA

Head Games Coordinator

Summer and Winter 2016, Summer 2017, Summer 2018

- Volunteered at games and encouraged athletes at the 2018 Special Olympics Games at University of Washington
- Directed weekly Bocce Ball League, refereed games, organized and planned games for 45 athletes and partners

Associated Student Body

Bellevue, WA

Class President May 2014 - June 2017, 2017 Officer of the Year

May 2012 – June 2017

- Coordinated Prom 2017 at the Seattle Space Needle on a budget of \$18,500 with a team of three members
- Organized 15+ social events annually for 350 students to enrich school culture while managing \$16,000 in budget
- Hosted the annual Winter Food Drive and gathered over 12,000 pounds of food for the local Hopelink shelter

ADDITIONAL INFORMATION

Other Activities: Lambda Alpha (Anthropology National Honors Society), ProgramHERs, Campus Kitchens, Columbia Choir, The Sofia Way Women's Shelter

Skills: Event Coordination, Python & Java(Intermediate), SalesForce & Razor's Edge CRM(Intermediate), SharePoint

Languages: Native Proficiency in English, Intermediate Proficiency in Chinese and French

Interests: Baking, modern art, tennis, embroidering, community service, sex trafficking, journaling, concerts, traveling