

# Josue Chavez

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## EDUCATION:

**Columbia University**, Columbia College, New York, NY

Bachelors of Arts in Comparative Literature and Society, expected May 2018, GPA: 3.9/4.0

Columbia University Kluge Scholar (Four Year Scholarship), Dean's List (Fall 2014, Spring 2015, Fall 2015, Spring 2016)

Summer Semester Study Abroad in Beijing for Language Immersion in Mandarin through Columbia University, GPA: 4.0

**St. Andrew's School**, Middletown, DE

May 2014

Summa Cum Laude

## EXPERIENCE:

**China Residencies Summer Internship**, New York, NY

June 2017 – Present

*Research Intern*

- Researched and interviewed artists and residency directors to produce online content for website
- Updated social media accounts across different platforms in multiple languages (Facebook, Instagram, WeChat)
- Participated in the entire selection process of the artist in residence for China Residencies' 4<sup>th</sup> Crystal Ruth Bell residency

**Undergraduate Research Assistant, English Department**

March 2017 – Present

*with Prof. Julie Peters, Columbia College*

- Read and annotated various primary sources in original 18<sup>th</sup> century-Spanish as well as 14<sup>th</sup> to 18<sup>th</sup> century-English
- Provided assistance throughout publication process: from researching databases for primary sources, to requesting digitization services across different libraries systems internationally, and procuring appropriate copyrights

**Undergraduate Research Assistant, History Department**

November 2016 – Present

*with Prof. Anupama Rao, Barnard College*

- Read and annotated primary sources about Dalit activist from Mumbai, R.B More, mainly his memoir
- Collaborated to create digital map visualization from primary sources to accompany English translation of the memoir
- Digitized various primary sources from Prof. Rao's personal archive to facilitate file-sharing for future research assistants

**Web2Asia Summer Internship**, Shanghai, China

June 2016 – August 2016

*Business Development Intern*

- Developed strategies to help foreign companies, i.e Hansgrohe, Blue Nile & Haribo, penetrate the Chinese market
- Researched Chinese ecommerce and synthesized it into presentations aimed for specific clients and their marketing needs
- Collaborated in a team of 5 interns to produce two digital footprints for clients per week

**Basement6 Art Collective**, Shanghai, China

June 2016 – August 2016

*Gallery Volunteer*

- Redesigned Basement6's website, updating it with all of their current information and events
- Created an online archive to host all of the gallery's previous shows, starting from 2013
- Organized and executed my own art exhibition, including 11 artists and performers

**Consumer Action, Virtual Internship**

January 2016 – May 2016

*Research and Special Projects Intern*

- Conducted research into the Consumer Financial Protection Bureau's consumer complaint database
- Compiled data on the outcome of consumers' complaints and companies' responses to their customers
- Presented findings on weekly basis and aided in writing small reports distributed to the public via email server

**University Events Management**, New York, NY

September 2015 – Present

*Student Assistant*

- Scheduled the physical spaces for student-run and university-sponsored events and conferences
- Coordinated furniture and tech requests in collaboration with the Technical Assistance Office
- Provided general office and administrative support such as filing and maintaining a suitable stationary level

## SKILLS:

**Computer:** Microsoft (Word, Excel, PowerPoint), Adobe Illustrator CC, Adobe InDesign CC, Adobe Photoshop Cs6, Adobe FinalCut Pro, QGIS, Carto, some knowledge of Java, competent in Python (data visualization), WeChat / Baidu / Weibo / Douban /

Maijia (Chinese-specific social media & e-commerce database)

**Language:** Spanish (mother tongue), Conversational Chinese (six years)