

KIMBERLY  
HUNG



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Dunwoody, GA, USA

## EXPERIENCE

### Writing Tutor | Sep. 2014-Present

Learning & Tutoring Center | Perimeter College of Georgia State University | Dunwoody, GA

- ◆ Give direction on improving writing and grammar skills.
- ◆ Review essays for structure, formatting, and grammar.
- ◆ Prepare prospective students for the ACCUPLACER exam.

### Health Communications Specialist Intern | Jan. 2017-Dec. 2017

Centers for Disease Control and Prevention (CDC) | Global HIV & TB | Strategic Communications | Atlanta, GA

- ◆ Assisted with internal and external communication efforts, including web articles and newsletters.
- ◆ Served as point-of-contact for various projects.
- ◆ Provided support to all members of the communications team.

### Web Design Intern | Jan. 2018-May 2018

CDC | Global HIV & TB | Strategic Communications | Atlanta, GA

- ◆ Demonstrated applicable knowledge in HTML and CSS through providing regular updates to the division's external website, through the WordPress content management system (CMS).
- ◆ Served as point-of-contact for publishing digital signage.
- ◆ Ensured webpages maintain alignment with 508 compliant regulations.

### Summer Intern | Jul. 2017- Aug. 2017

CDC | Office of Safety, Security, & Asset Management | Quality & Sustainability Office | Atlanta, GA

- ◆ Assisted Quality & Sustainability Office with social media, presentations, and other communication tools.

## TECHNICAL SKILLS



### Web Design

- ◆ HTML/CSS/JS
- ◆ React Native
- ◆ WordPress
- ◆ Angular



### Microsoft Office Suite

- ◆ Word
- ◆ Publisher
- ◆ Excel
- ◆ PowerPoint



### Communications

- ◆ Creative Writing
- ◆ Blogging
- ◆ AP Style
- ◆ SEO & SEM
- ◆ Google Analytics
- ◆ Social Media
- ◆ Copyediting
- ◆ Newswriting
- ◆ Display Advertising



### Windows, Android, and Macintosh

## EDUCATION

### Udacity | Mountain View, CA

Sep 2018-Feb 2019 | Nanodegree | Front-End Developer

Sep 2018-Feb 2019 | Nanodegree | Digital Marketing

### Georgia State University | Atlanta, GA

May 2018 | Master of Public Health | Environmental Health

May 2016 | Bachelor of Arts in English | Creative Writing  
Minor in Journalism | Cum Laude

May 2014 | Associate of Arts in English  
Dean's List | 2012-2014

### Georgia Institute of Technology | Atlanta, GA

Aug. 2016 | OMAP Professional Education Certificate

## CERTIFICATIONS

Sep. 2015-Present | CRLA International Tutor Certification

2017-2019 | Adult and Child First Aid/CPR/AED Certificate

## AFFILIATIONS

Phi Theta Kappa International Honors Society

2013-Present | Member

2014 | Mu Chapter Recording Secretary

Altar'd State | Walters & Mason Retail Inc.

2016-2018 | Brand Representative

## VOLUNTEER

First Chinese Baptist Church | Atlanta, GA

2017-Present | Meal Ministry Volunteer

Feeding Children Everywhere | Atlanta, GA

Sep. 2017 | Disaster Relief Volunteer

Georgia Geographic Alliance | Decatur, GA

May 2016 | BioBlitz Volunteer

Grace Works Ministries | Anchorage, AK

Jul. 2015 | Team Crafts Coordinator

First Baptist Church of Atlanta | Atlanta, GA

2011-Present | Seasonal Volunteer