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## Education

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**University of California – Berkeley**  
Bachelor of Arts, Computer Science  
GPA: TBA

**University High School, Tucson, Arizona**  
GPA (weighted): 4.37

May 2014

## Experience

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**Student Employee, Moffitt/Main Library Circulation, Berkeley, CA** (2014-present)

- Assisting library patrons with library, job, and technology-related questions
- Overseeing distribution and management of laptop loans
- Utilizing basic data entry to monitor pending statuses of books
- Packaging and organizing library materials for export to other library branches

**Fundraising Intern, Democratic Education at Cal, Berkeley, CA** (2014-present)

- Working collaboratively with other members on the fundraising board to ensure the success of the DeCal program
- Co-leading projects which achieve a 100% profit increase over previous semesters' fundraisers through effective teamwork across DeCal board specializations.
- Establishing partnership with multiple local venues while improving student-based interaction for increased fundraiser visibility and participation
- Providing expertise and guidance of Decal Program policies for students, faculty sponsors, and course facilitators

**Special-Needs Tutor, Tucson, AZ** (2011-2014)

- Tutored special needs adolescent in reading comprehension, basic arithmetic, and piano playing
- Lessons included a focus in developing critical verbal and written communication skills

## Leadership

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**Tennis Club President, University High School, Tucson, AZ** (2011-2014)

- Coordinated events for tennis club with Big Brother Big Sister of Tucson
- Coached novices on the fundamentals of tennis through lessons, games, and planned matches

**Chinese Club President, University High School, Tucson, AZ** (2011-2014)

- Organized various cultural activities for club meetings, such as origami, calligraphy, potlucks, badminton.
- Established a strong network of Chinese teachers and parents in the local community as a resource for guest speakers in Chinese club

## Additional Skills

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- **Computer:** Millennium, Word, Excel, Powerpoint, Python, HTML
- **Language:** Speak fluent Mandarin