**Shen Mengxi**

Job Search Intentions: New Media Operations Jobs

Bachelor's degree Location: Xiamen, Fujian Tel: 177 7777 7777 E-mail: QN7777777@qq.com

Honest, rigorous work, careful responsibility, strong principle, have a strong professionalism and execution ability, reflect a keen, clear thinking, understanding and obedience, with strong communication coordination and adaptability, have a wealth of teaching experience and good independent work ability, good at finding problems in the work, asking questions, solving problems.

**Work experience**

Inauguration Company: Shenzhen Photonic Studio 2018.08-2019.02

1. To help build and improve the curriculum system;

2. To assist in the completion of training design and project production, complete the release of the developed products, and track the practice, develop optimization programs, complete product optimization;

3. Responsible for collecting relevant teaching resources, feedback from all parties, and working out optimization programs

Inauguration Company: Chengdu Tianmei Studio 2018.08-2019.02

1. Communicate with parents and students by telephone and face-to-face, tap the actual needs of parents and students, and help parents and students understand the school curriculum and services;

2. Conduct assessments for students and develop practical learning and progress programs;

**Internship**

Inauguration Company: Chengdu Tianmei Studio 2018.08-2019.02

1. Responsible for daily newspaper consultation management, in the form of receiving telephone consultation, marketing QQ consulting, on-site desk consulting, to provide customers with professional course guidance and services;

2. Maintain the database of potential customers and students, telemarketing, return visits, follow-up work, further mining information and return visits, improve the conversion rate of the shift;

**Education**

Chengyi College, Xiamen Jimei University 2018.08-2019.02

E-Commerce / Undergraduate

Major courses: Computer Network Principles, E-Commerce Introduction, Network Marketing, Website Promotion, E-Commerce Customer Service, E-Commerce Website Construction and Maintenance, International Trade Overview, Consumer Psychology, etc.

**Professional Skills**

Certificate of Skills:

CET4, CET6, computer MS office second-level certificate, Mandarin secondary A, etc.

Event Honors:

Outstanding Freshman Representative of the College Journalist Corps, Outstanding Student Journalist in 2018, And A Standard Student in 2017

Scholarships:

2016 State First Class Scholarship

2017 Academy First Class Scholarship