



JOANNA CHUNG

St. Clair West | 647-879-8870 | joannac95@gmail.com

EXPERIENCE

Elite Digital Inc.

Bilingual Digital Account Coordinator | September 2017 – Present

- In charge of fulfilling all campaigns with contests.
Our main clients are PepsiCo (Frito Lays, Pepsi, MTN Dew, Bubly & so on), Agropur, Ultima Foods (IOGO, Olympic), ConAgra Brands (Orville).
- Client Communications
- Team Management (outsource and local)
- Provide constant consumer support (by call & email)

York University, Glendon College

Assistant (Translation Dept. of York University) | January 2016 – April 2017

French TA & Monitor | September 2014 – October 2015

SOMA Chocolate maker, Distillery District

Barista/Senior FOH | May 2015 – August 2017

EDUCATION

Bachelor of Arts, Glendon College – 2017 - Majored in French Studies

Graduated from Ébène State Secondary School, Mauritius – 2014

SKILLS

- Great knowledge in Microsoft Word, Excel, PowerPoint
- Fully bilingual (native level of both English and French in writing and speaking)
- Strong communications skills & interpersonal skills
- Great team player as well as independent role
- Quick learner and problem solver
- Operate competently under pressure and tight deadlines.

I would be more than happy to offer references (acknowledgement letters and/or contact details upon request.