
DAVID SUNG



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SUMMARY

Recent university grad with over two years of experience in account/project management looking for full-time opportunities. Excellent technical and interpersonal communication skills.

SKILLS

- Project Management
 - Zoho CRM, CMS
 - HTML/CSS, PHP
 - MS Office Suite
 - Windows/Mac OS
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EXPERIENCE

PROJECT MANAGER – JOOMBAS

NOV '16 – PRESENT

- Oversee product planning and project management of client website
- Analyzed internal and external metrics to assess performance throughout the project timeline minimizing risk and uncertainty
- Collaborated with team of developers/designers on discovering errors to mitigate risk, improve design, and optimize usability.

ACCOUNT MANAGER - SOLPLICITY

JUN '16 – DEC '16

- Consistently drove accounts and revenue by prospecting/generating leads and closing deals
- Utilized Zoho CRM software to manage and make updates to accounts
- Managed small team by consulting and coaching individuals on improving sales and results

RESEARCHER/WEB ASSISTANT – CAL ALUMNI ASSOCIATION

DEC '14 – JAN '16

- Maintained and operated client website
 - Worked alongside PhD researcher on multiple projects assisting with front-end development and data entry/analysis
 - Used Dedoose software for qualitative analysis working with big data
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EDUCATION

COGNITIVE SCIENCES B.A.

UC Berkeley, Class of 2016
