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| **David Sung**  |  | | --- | |  | | **sungdvd@berkeley.edu** | |  | | **818-271-0590** | |  | | **linkedin.com/in/sungdavid** | | **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 | |  | |  | | --- | | **Experience**project manager – joombasNOV ’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 to discover errors, improve design, and optimize usability. account MANAGER - solplicityJUN ’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 associationDEC ’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 | | **Education**cognitive sciences b.a.UC Berkeley, Class of 2016 | |  | |