

## **Resume of Chen Gong**

### **PERSONAL INFORMATION:**

Chen Gong (Jason)  
Current address:  
2421 Foothill Blvd. La Verne, CA, 91750.

Gender: Male  
Phone: (909)-524-6373  
Current Status: Student OPT

Nationality: China  
Relocation: Yes.  
Email: shnake1989@gmail.com

### **MAIN GOAL**

The accounting and MBA background helps to accomplish most finance and accounting tasks; my bilingual background lets me corporate well with colleagues or clients from both the English and Chinese speaking backgrounds.

### **EDUCATION BACKGROUND**

**Dec. 2011--- Mar. 2014 University of La Verne, GPA: 3.4**

Master of Business Administration concentration in accounting

Relevant Coursework

Accounting Fundamentals, Intermediate Accounting, Auditing, Financial Management, Business Finance

Major Activities:

Concentrated in accounting; trained to record daily journal entries, AP/AR and different financial statements, prepare debt ratio, ROE is using excel. Prepare chi-square, contingency table using Data Analysis Plus.

Improved the ability to perform accounting tools in daily work and implement them in each case we accomplished

Set work plans for most of the group work in classes, especially in the capstone case (business simulation) when our group has ranked twice as one of the top ten companies in the whole six rounds on a world base

**July 2007--- July 2011 Jiangnan University, Wuhan City, Hubei Province, China**

Bachelor in English Literature

Major Activity:

Studied Business English and business communication, English poetry, classic novels, English and American history and culture

### **PROFESSIONAL EXPERIENCE**

**Mar. 2011--- May. 2011 Television Reporter with Wuhan Education TV Station**

Major Achievements:

Interviewed people to record their stories and translated reports for my director, stories are shown on screen.

Trained to use Dayang D3-Edit, software that TV stations used to edit programs

**Jan. 2011--- Mar. 2011 Salesman for Wuhan Education TV Station**

Major Achievements:

Promoted 3D-glasses from door to door for Wuhan Education TV Station

Promoted for the TV series: *Wu Cheng'en and His Novel: Journey to the West* to residents living

### **INTERNSHIP AND VOLUNTEER WORK**

**Aug. 2007--- Sep. 2007 2007 FIFA Women's World Cup Wuhan, China**

Major Achievement:

Did volunteer work inside the main stadium of Wuhan Sports Center: prepared and distributed gifts; ushered guests to seats

### **SKILLS**

Major Specialty:

Received systematic MBA accounting education, qualified for entry level accounting and finance, able to use accounting skills and softwares to serve for enterprises or individuals, able to prepare and read accounting statements, Computer Skills:

Know the basic about Peachtree, handle QuickBook, Advanced in MS office, Photoshop, Dayang D3-edit

Other skills: Strong communication skills, detail-oriented mind, positive attitude in work and life, ability to work while meeting the deadline, sustainable under pressure, 50WPM, 8500KPH

### **Interests**

Playing billiard, Chinese chess, badminton, table tennis, cook with friends