

**Tuo Liu**  
**50-26 203<sup>rd</sup> st**  
**Oakland Garden, NY 11364**  
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#### PROFESSIONAL QUALIFICATIONS & OBJECTIVES

Analytical, Communication, and Managerial skills demonstrated in Sole Proprietorship, Partnership, and small and large corporation settings. Goal is to secure a position with a growing company in which these and other skills and education may be utilized and enhanced to fully benefit my associates and the company.

#### EXPERIENCE

##### **LaoMaMaLaTang Group**

Flushing NY

2012-present

**President** : Responsible for daily general management. accomplish restaurant human resource objectives by recruiting, selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining employees; communicating job expectations; planning, monitoring, appraising, and reviewing job contributions.

##### **Sino TV**

NY, NY

2011-2012

**Assignment Editor** : Editing commercials, trailers, and news. Being a TD during live show, to cut cameras from each, and help director to organize the show. Being a reporter when we need, go out to interview and come back to edit.

##### **AM 1380 NY Mandarin**

NY, NY

2010-2012

**Radio Anchor/reporter** : Report news hourly, produce own show and broadcasting. Editing audio files and do voice over for commercials.

##### **Mobile 123**

Brooklyn, NY

2008-

2010

**Mechanic/night shift cashier** : Help senior mechanic finish repairing, do Independent assignment to fix cars. Take care customers and communicate with them, and being a cashier in gas station store during night hours.

#### EDUCATION

**C.W.POST LIU** Glen Cove, NY

2008-2012

**Bachelor of Fine Art** Broadcasting major.

#### SUMMARY

I'm a self-starter, action-oriented individual, capable of independent decision-making and sound judgment. I believe in teamwork, but also am always dependable to work alone. I'm eager to learn and am tenacious in all endeavors for the company and myself.