
Professional Summary

To obtain a Career where I can use my education, my background, and hard work to achieve both professional and personal growth.

Skills

- LibreOffice
- Microsoft Office Word, PowerPoint, Excel, and Access
- Corel Video Studio
- Internet Research

Education

State University of New York at New Paltz, New Paltz, NY

Master of Business Administration, December 2014

Bachelor of Science, Finance, May 2013

Grade Point Average: 3.36

Work Experience

Dayuan Aquatic Products Co., Ltd, Zhucheng, Shandong, China

Assistant and editor June 2010 – August 2010

Deli, SUNY New Paltz, New York

Waiter and cashier September 2010 – December 2010

Samuel Dorsky Museum of Art, SUNY New Paltz, New York

Check-taker June – August 2012; June - August 2014

Activities

Chinese Students and Scholars Association Member September 2009 – December 2014

Jam Asia Member September 2009 – December 2014

Volunteer Experience

Making videos for Chinese Students and Scholars Association Party; Spearheaded a food drive at the Chinese Students and Scholars Associations, where my teammates and I collected cans from ourself and our neighbors to give to the local food pantry.

Languages

Fluent in Spoken and Written Mandarin Chinese and English