

Yun Xu (Anna)
(213) 268 3299
anna.xuy@gmail.com

EDUCATION

University of Southern California (USC) Graduated 2013.12
Master of Public Policy and Management (International Public Policy and Management)

Shanghai International Studies University (SISU) Graduated 2011.06
Bachelor of Arts in Economics (International Economics and Trade)

WORK EXPERIENCE

New Hope Liuhe Group, Chicago Office –Trade Manager Assistant 2013. 12~Present

- Works on a daily report on the US DDGS market by collecting and analyzing market data;
- Meets with clients in the US and conducts field research;
- Works with colleagues on the setting up of our Chicago branch.

Wells Fargo Bank N.A., Shanghai Branch –Marketing Intern 2013. 08

- Researched the Sino-US trade of agricultural commodities and major agricultural groups in China;
- Confirmed foreign exchange deals with corporate customers and conducted KYC document review.

Will Rain IT Inc.-Marketing Assistant 2013.04~2013.07

- Launched a marketing campaign to grow our business, and to reached out to potential customers;
- Set up rules and routines for the marketing department.

Orient Securities Company Ltd. -Operation Manager Assistant 2011.04~2012.05

- Introduced and developed innovative businesses which attracted new clients;
- Analyzed and categorized existing clients and made recommendations to senior investment advisors;
- Maintained client relationship by organizing investor education sessions.

Mingly China Growth Fund – Intern 2010.12

- Performed market research and analysis and reported findings to managers;
- Carried out meetings with potential clients to research the feasibility of future cooperation;
- Attended IPO conferences to gather information on the companies we invested.

PwC Zhongtian CPAs Limited Company, Assurance Department -Intern 2010.08~2010.09

- Worked collaboratively with team members on an auditing project;
- Performed audit procedures in areas of cash, receivables, fixed assets, etc.

Shanghai Information Office of Shanghai Municipal Government –Intern

2010.04~2010.07

- Received overseas VIP media delegations during the Shanghai Expo;
- Participated in a project aimed at promoting the image of Shanghai.

EXTRACURRICULAR ACTIVITIES

USC

- Worked as in-class translator and TA for the workshops hosted by USC for a Chinese media delegation; 2013.11
- Worked as note taker for a visually impaired student in the program and provided him with assistance regarding academic studies; 2013.09~2013.12
- As group leader, led the discussion between USC students and visiting students from Tokyo Tech on the topic “Security in Asia in the 21st Century”; 2013.02

SISU

- As chair of SISU Volunteer Association, organized campus recruitment of volunteers for the 2010 Shanghai Exposition, and hosted press campaigns for various volunteer activities; 2009.05~2010.05
- As Director of Volunteers Department of College of International Finance and Commerce, SISU, organized activities such as volunteer teaching in a primary school in an under-developed region in China, and reconstructed our organizational structure to improve efficiency; 2008.12~2009.12

HONORS AND ACHIEVEMENTS

- Awarded “Outstanding Student Leader” of SISU during 2008-2009
- Awarded “Outstanding Volunteer” for working as liaison officer and interpreter in the Beijing Olympics.

LANGUAGE SKILLS

- **Chinese** (Native);
- **English** (Shanghai HR Credentials for Advanced-Level English Interpretation)