

Qiong Lin
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EDUCATION

Long Island University - Brooklyn, Brooklyn, NY
Bachelor of Science Degree in Business Management
Expected Date of Graduation: May 2016

Saint Vincent Ferrer High School, New York, NY
Regents Diploma, June 2012

VOLUNTEER EXPERIENCE

New York Public Library, New York, NY
Volunteer, April 2011- April 2011

- Assisted librarians in creating invitation cards for children between ages 4-10
- Expedited customers order by checking order status on computer system and tagging books

Brooklyn Public Library, Brooklyn, NY
Volunteer, May 2012 - May 2012

- Organized over 100 books in alphabetical order and in numerical order
- Recorded attendance of children and assessed their eligibility to obtain free books

EXTRA-CURRICULAR ACTIVITIES

Long Island University - Brooklyn, Brooklyn, NY
Asian Student Association, Member
Business Opportunities for Students Success, Member
International Students Club, Member

Oct. 2012 - Present
Oct. 2012 - Present
Oct. 2012 - Present

Saint Vincent Ferrer High School, New York, NY
Choir, Member
Math Club, Member

Oct. 2010 - Nov. 2011
Sept. 2011 - May 2012

LANGUAGE SKILLS

Proficient in spoken and written Mandarin

COMPUTER SKILLS

Proficient in Microsoft Word, PowerPoint and Excel