

Jingwen Zhang

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Education and Summary of Qualifications

University of California, Los Angeles

June 2014

B.S. Mathematics/Economics Major

GPA: 3.48/ 4.00

Relevant coursework: mathematics analysis, optimization, mathematics-finance, microeconomics theory, macroeconomics theory, introduction to econometrics, international trade theory, mathematical economics, introduction to mathematical statistics.

Professional Experience

Carlink Inc. –El Monte, CA

Dec. 2012 — Sep.2013

Office Associate—internship

- Update 1000+ customers data base using excel, resulting in being customers' data easier to search.
- Collect data from old handwriting reports, assisted creating a Microsoft word semi-annual operational report.
- Assist with the planning and execution of many activities including designing flyers and writing plans, organize activities.
- Received excellent evaluation from all staff members.

East Los Angeles College- Monterey Park, CA

Oct. 2010 — May.2012

Math Lab Tutor

- Tutor students in Differential Equation, Linear Algebra, Calculus, Pre-calculus, and Algebra material, integrate study and learning strategies to promote independent learning.
- Evaluate students with measure skill progression and determine improvement areas.
- Coordinate with tutors and library staffs to offer engaging activities after school.
- Attend scheduled staff meetings.

East Los Angeles College- Monterey Park, CA

Dec. 2011 — May.2012

Math Club Vice President

- Preside over weekly club meetings in the absence of the president.
- Check with the president on plans or special work to be completed weekly.
- Organize fund raising activities, such as food sale and raffle tickets.

Honors

- Honor student in East Los Angeles College

Skills

- | | |
|------------------------------------|-------------------|
| • Stata (using for analyzing data) | • Microsoft word |
| • C++ | • Microsoft Excel |

- Microsoft PowerPoint

Language

- Fluent in English
- Fluent in Chinese (both Mandarin and Cantonese)

Activities

- Excellent interpersonal skills
- Over 150 hours of college volunteering work
- Attend activities organized by the Chinese Student Association in University of California, Los Angeles.