

Jiuling Luo (Flora)

curriculum vitae

Objective

A Account Manager who maximizes her creativity.

Education

Master of Arts: Communication Aug. 2012 - May 2014
Auburn University - Auburn, AL
Coursework in PR campaign and Web Design

Bachelor of Arts: English Sept. 2008 - May 2012
Beijing Forestry University - Beijing, China
Minor program in Law
Coursework in News Editing

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Experiences

Freelancer Feb. 2014 - Present
CH International Center - New York, NY
/MatCH Film Society
Maintain professional interaction with members/followers;
Work closely with the founder team to set up events
successfully, including NYCIF 2014 “Night of China”.

Program Coordinator Feb. 2014 - May 2014
Asia Society (ACAW 2014) - New York, NY
Managed contact files of more than 50 museums, galleries
and art institutions in order;
Prepared emails and web contents efficiently;
Kept the external communication organized.

Event Marketing Intern Jan. 2014 - April 2014
Escalate LLC. - New York, NY
Finished marketing research of Sabra/Stonefire Project;
Associated Community Manager with his daily works;
Participated in brainstorming, ideation and event planning.

Consultant Sept. 2013 - Dec. 2013
ESL Program - Auburn, AL
Instructed students to improve their academic performance in
English writing;
Or their preparation for English tests.

PR Specialist Sept. 2012 - May 2013
Chinese Students Association - Auburn, AL
Increased public awareness of the organization by designing a
brochure and made several presentations;
Accomplished planning for big events, such as Spring-festival
Gala.

Intern Editor Sept. 2011 - Oct. 2011
China Foto Press (CFP) - Beijing, China
Translated and edited the illustrations of news picture from Getty
and The Associated Press;
Gained experience with finding an eye-catching picture caption.

Volunteer Sept. 2011-May 2012
Young Women Christian Association - Beijing, China
Managed the reading room for children;
Participated the collaboration with NGO ‘Yiswind’.

Group Member Feb. 2010 - May 2011
National Project for College Students - Beijing, China
Completed academic research, writing and presentation with my
team members.

Computer/ Language Skills

Master user of Mac & Microsoft: Word , Excel & PowerPoint
Basic HTML & CSS / InDesign knowledge
Working knowledge of Google Analytics, SPSS, PhotoShop & InDesign
Proficient in written and verbal bilingual communication skills: English& Mandarin
Interested in Traveling, Art, Film & Photography