## XIN DUAN

888 Main Street Roosevelt Island, New York, NY 10044

646-509-6261

xduan3@fordham.edu

### **EDUCATION**

2009-2013

2013-2014 Fordham University Graduate School of Business

New York, NY

M.S. in Marketing Intelligence Fordham Marketing Association

Shanghai Institute of Technology

Shanghai, China

B.S. in Marketing, GPA: 3.4

- Academic Scholarship in Thomson River University, Canada, Third Prize
- Academic Scholarship in Shanghai Institute of Technology, Third Prize
- Best Contributor to Campus Life, Excellent Student Leader in the college
- Volunteer Work on campus, Student Union, Student Society for Commercial Activities

#### **EXPERIENCE**

# 2012 CITIBANK, Shanghai Branch

Shanghai, China

Intern

- Attended two weeks' training program for new hires, including Data Collection and Customer Service
- Introduced financial products to retail banking customers

### 2012 RUN ZHI TONG INVESTMENT COMPANY LTD

Beijing, China

Intern

- Worked as assistant in mining investment company in Inner Mongolia Autonomous Region
- Served as contact point person and tracked quoted price daily
- Negotiated purchasing price with buyer and seller

# 2011 China Construction Bank, Linfen Branch, Shanxi Province

Linfen, China

Intern, Marketing Group

- Promoted financial products to retail banking customers
- Conducted field investigation and identified target customers for financing products
- Checked material for promotional activities, such as billboard advertising
- Collected and forwarded customer feedback to supervisors

#### ADDITIONAL

- Fluent in Mandarin and English
- Proficient in Word, Excel, Access, PowerPoint
- Interests: basketball, swimming
- Proficient in SPSS software