

EDUCATION **Master of Science in Hospitality and Tourism Management**, May 2014
Virginia Polytechnic Institute and State University, VA, Overall GPA: 3.75

Bachelor of Management in Event Management, July 2012
South China University of Technology, China, Overall GPA: 3.5

**WORK
EXPERIENCE**

Intern Festival and Event Coordinator, May 2013~August 2013
Chateau Morrisette Winery, Floyd, Va

- Planned and implemented all the weddings, concerts, and festivals ranging from 60 to 3,000 people
- Packed and checked wines and materials for all off-premise events
- Helped at wine production department

Assistant Event Coordinator, February 2013~March 2013
American Israel Public Affair Committee Annual Conference, Washington D.C.

- Recruited campus volunteers from all disciplines
- Responsible for conference room logistics and speaker relations

Hostess/ Cashier/Server, December 2012~January 2013
Haru Japanese restaurant, Morrisville, NC

- Prepared for opening, hosting, taking orders, handling food, and cashier

Intern Secretary to vice president, May 2011~August 2011
Shangri-La International Hotel, Guangzhou

- Responsible for updating data, coordinating, and consolidating monthly quality management report from all branch companies across the world
- Daily administrative affairs, data statistics and analyzing jobs
- Served and coordinated in the Shangri-la Hotel & Resort GM Conference

Assistant to director of press center, October 2010~November 2011
China Import and Export Fair, Guangzhou

- Contacted international and local media
- Arranged and composing manuscripts and forms
- Issued reporters' certificates

Intern English Broadcaster, December 2009~November 2010
China Asia Games, Guangzhou

- Broadcasted the field events of Beach Volleyball
- Commented on the games

Public Relations Assistant, March 2009~May 2010
Holiday Inn, Guangzhou

- Helped hotel guests attain useful information about the China Import and Export Fair and the city of Guangzhou

Teaching Assistant, October 2008~August 2011
EF Education First, Ltd, Guangzhou

- Arranged class materials and organized student activities
- Participated in marketing and promotion plans, and feedback collecting

**ACTIVITIES
AND
HONORS**

- **Vice President**, Graduate Hospitality Association at Virginia Tech, September 2013
- **Event Chair**, National Society of Minority in Hospitality (NSMH), September 2013
- Executive secretary assistant in "The World Hotel Management Education Summit", January 2011-May 2011
- The 4th prize in Provincial host competition, January 2010
- National Scholarship, September 2009
- Leader of Service department of Student Union in South China University of Technology, September 2008-September 2009