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EDUCATION

Syracuse University

Syracuse, NY • June 2014 S.I. Newhouse School of Public Communications Master of Science GPA 3.6

Beijing Foreign Studies University (BFSU)

Beijing, China• May 2013
Bachelor of Art
International Communication &
Journalism
GPA 3.4

SKILLS

Software & Web

Adobe Photoshop/Painter/ HTML/ WordPress/JS/CSS/PHP Microsoft Word/ PowerPoint/ Excel SPSS

Journalism

AP style editing Photographing

Social Media

Hootsuite/ Buffer/ Google Analytics Hashtagtracking Facebook/ Instagram/ Twitter Pinterest/ Blogging/ Google+/ Weibo/

Language

Fluent in written and verbal Chinese

Other

Gouache/Sketch/Chinese Painting

ACTIVITIES

Vice Minister of Student Union, BFSU

Hold creative campus culture events, monitor the execution

Documentary film assistant of Sharon Lovell, BFSU

Analyst of Ralph Lauren on Newhouse's Social Media Week

EXPERIENCE

Social Media Operation & Journalist

@LivableCNY.com -Syracuse, NY • 5/19/2014 - 8/8/2014

- Manage six social media platforms, developed social content calendar and wrote daily posts in two languages to drive traffic and conversions globally
- Make strategic social media plan for the website and helped the site gains hundreds of followers on Twitter and Facebook in three weeks
- Hold creative interactive activities to engage with audience
- Analyze followers' behaviors and social trends by using Hootsuite, Google Analytics, Facebook Insights and distilled key points into presentations for internal and external use
- Present weekly in-depth analysis of content performance to advertising and content team
- Work closely with site developer to implement functions to improve user experience
- Manage and delivered social amplification program
- Create a social media manual to train future social media operators

Social Media Operation & Content Editor & Frontend Website Developer, Full Time Intern

@Xinhua News Agency - New York, NY• 9/1/2014-

- Analyze trend of news website developing, discussed with the team on the design, layout and structure of the website. Together with other three staff, bring a news website from zero to functioning in one month
- Edit news articles. Maintain, format, and post new content on the website
- Using HTML/CSS/JS/PHP to handle tweaks and changes when source edits are needed based on Wordpress platform
- Communicate adequately with the marketing department and design banner advertisement
- Make strategic plans for website future development. Analyze every phase's goal, cooperator and potential sponsorship.
- Optimize SEO for the website, monitor the traffic and manage social media to drive traffic

Domestic News Journalist, Full Time Intern

@Xinhua News Agency - Beijing, China • 07/2012-09/2012

- Discuss about article topics selection with editor and chief journalist in meeting
- Conduct efficient and accurate interview
- Planned serial reporting on eliminating poverty in China and wrote an article about an old Chinese farmer. The article was highly-evaluated by chief editor. (*Ten yrs of journey, Chinese farmer looks for his missing son* 8/25/2011, Xinhua)

Director of Profile Reporting, Editor in Chief

@Investigation107.com - Beijing, China • 2012-2013

- Co-founder of Investigation 107.com, a website of BFSU investigating newspaper
- Host weekly meeting, select topics and make plan on feature stories reporting or creative story-telling. Edit every profile articles.
- Manage a team of 5 people. Recruit team members and train them in profile writing Design team workflow and working schedule. Assign tasks and offer help.