

Xin Zhao

3130 N Lake Shore Dr, APT809, Chicago, IL60657
(765)-714-5867 1220xin@gmail.com

EDUCATION

DePaul University, Kellstadt Graduate School of Business, Chicago, IL Expected December 2015
Master of Marketing Analysis

Relevant coursework: Decisions in Marketing Management
Effective Business Communication

Purdue University, Krannert School of Management, West Lafayette, IN May 2014
Bachelor of Science of Management

- Concentration: Finance and International Business
 - Study abroad: Barcelona Business and Culture, Spain January 2012—May 2012
 - Alpha Lambda Delta, Honor Society December 2010—present
 - Dean's list and semester honors December 2010
-

EXPERIENCE

Jinchat Union Engineering Co., Hong Kong May 2013—July 2013
Marketing Assistant and Accounting Clerk

- Assisted to consult and analyze the demand and desire of the company's target group by their selling record and customer survey for main land China.
- Collaborated with the marketing team to develop marketing and selling strategies to increase client revenue.
- Responsible for recording daily transaction activities using the accounting software system, Multi-able, as the job rotation to the accounting department.

Construction Bank of China, Yunnan, China May 2012—July 2012
Assistant Investment Manager

- Collected customer's information from their financial report and analyzed customer's credit and ability to earn profit in order to assist my manager to make investment decisions.
- Participated in risk investment management, marketing promotion, and credit operation auditing.
- Advised clients in the screening process to obtain loans by discussing their needs and financial ability.

Kunming Eco-benign plastic Co., Yunnan, China May 2011—July 2012
Assistant Manager

- Directed an endowment event for raising donations for drought disaster in Yunnan China, while the company's reputation to assist those in need.
 - Organized the company's daily paper work.
-

ADDITIONAL SKILLS

- Language: fluent in Chinese and English
- Microsoft Office: Word, Excel, Powerpoint
- Highly self-motivated, eager to learn, adaptive
- Effective communication skill
- Enjoy to play traditional Chinese instrument