

Yifei Jiang

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EDUCATION

California State University, Northridge
Communication Studies, Master of Arts
Aug. 2012- Dec. 2014

Nanjing University of Arts (China)
Broadcasting and Anchoring, Bachelor of Arts
Sept. 2007- Jun. 2011

PROFESSIONAL EXPERIENCE

Alternative Host/ Coordinator, 2014 China-U.S. Summit, Los Angeles June. 2014

Host/ Event Manager, Chevy Malibu Launch National Tour, Shanghai General Motors (SGM) Sept. /2009- June /2012

- Make draft blue print of the event series, make proposal;
- Confirm the main theme of the event series, arrange design assignments;
- Confirm with the clients about the detail of content, stage set and supplies;
- Make event's schedule, keep in touch with the Purchasing Dept. and verify the offer;
- Confirm the design and wordage of the whole set and flyer;
- Plan the responsibilities and divide the works of the crew;
- Check out location and site, set up beforehand;
- Supervise setting up, interview and train clients' and events' staff, and models;
- Rehearsal and double check set up and details, make adjustment in terms of clients' requirement immediately;
- **Host the show/event, interview guests and be interviewed by media;**
- Review the show with QC, collect pictures and videos, and write event report afterward.

Host/ Event Coordinator, Chevy Cruze 1.6T version Launch National Tour, SGM Sept. /2009- June /2012

- Confirm with the clients about the detail of content of the show and stage set;
- Confirm the wordage of the show and the language in both commercial and interview;
- Plan the responsibilities and divide the works of the crew;
- Supervise, interview and train staff of both clients and third-party;
- Rehearsal and double check set up and details, make adjustment in terms of clients' requirement immediately;
- **Host the show/event, interview guests and be interviewed by media;**
- Help QC collect pictures and videos, and write event report afterward;
- Review payroll payment of part time staff.

Host/ Event Manager, National commercial new release presentation of Chevrolet New Sail
1.4EMT version, SGM Sept. /2009- June /2012

- Confirm with the clients about the detail of content of the show and stage set;
- Confirm the wordage of the show and the language in both commercial and interview;
- Plan the responsibilities and divide the works of the crew;
- Supervise, interview and train staff of both clients and third-party;
- Rehearsal and double check set up and details, make adjustment in terms of clients' requirement immediately;
- **Host the show/event, interview guests and be interviewed by media;**
- Help QC collect pictures and videos, and write event report afterward.

Host/ Event Coordinator, Chevy Cruze Launch National Tour, SGM
Sept. /2009- June /2012

- Be familiar with the changes of the show in terms of different cities and clients;
- Confirm with the clients about the detail of content of the show and stage set;
- Confirm the language in both commercial and interview;
- Interview and train third-party staff and models;
- Rehearsal and double check set up and details, make adjustment in terms of clients' requirement immediately;
- **Host the show/event, interview guests and be interviewed by media.**

Basketball Player, honored the Most Outstanding Player Award, Summer Camp of Jiangsu Dragons (Chris Anderson and Chris Singleton served once,) China Basketball Association, China Summer, 2004

Mandarin Tutor, Nanjing University of Arts, China 2008 Fall-2009 Summer

- Teaching students Mandarin Chinese in different level (from lowest to highest) in terms of their personal interests and skills.

Etiquette Tutor, Nanjing University of Arts, China Winter, 2009

- Teaching students in physique and dancing aspect, help them to build their body shape, walking and speaking manner as well as entry-level broadcasting language behavior.

OTHERS

English, ETS Toefl 96 points

Chinese, National Mandarin Chinese Test First-A Level (The highest grade)

California Driver License/ China Driver License

The volunteer of 2008 Sichuan Earthquake, China.

PUBLICATION

A News report of 2004 NBA East Conference Final, *Jingling Evening News*, Nanjing, China.