

Tuo Liu
50-26 203rd st
Oakland Garden, NY 11364
917-916-0000/ liutuo048@gmail.com

PROFESSIONAL QUALIFICATIONS & OBJECTIVES

Analytical, Communication, and Managerial skills demonstrated in Sole Proprietorship, Partnership, and small and large corporation settings. Goal is to secure a position with a growing company in which these and other skills and education may be utilized and enhanced to fully benefit my associates and the company.

EXPERIENCE

LaoMaMaLaTang Group

Flushing NY

2012-present

President : Responsible for daily general management. Perform all restaurants running under our control and can reach our requirement. Responsible for office management. Supervise bookkeeping and all payments, Human resourcing, store designing and business developing. Communicate with professions, vendors, store managers, and customers. Make decision on improvement and extraction. Leading manage level to programming new store development.

Sino TV

NY, NY

2011-2012

Assignment Editor : Editing commercials, trailers, and news. Being a TD during live show, to cut cameras from each, and help director to organize the show. Being a reporter when we need, go out to interview and come back to edit.

AM 1380 NY Mandarin

NY, NY

2010-2012

Radio Anchor/reporter : Report news hourly, produce own show and broadcasting. Editing audio files and do voice over for commercials.

Mobile 123

Brooklyn, NY
2010

2008-

Mechanic/night shift cashier : Help senior mechanic finish repairing, do Independent assignment to fix cars. Take care customers and communicate with them, and being a cashier in gas station store during night hours.

EDUCATION

C.W.POST LIU Glen Cove, NY

2008-2012

Bachelor of Fine Art Broadcasting major.

SUMMARY

I'm a self-starter, action-oriented individual, capable of independent decision-making and sound judgment. I believe in teamwork, but also am always dependable to work alone. I'm eager to learn and am tenacious in all endeavors for the company and myself.