

Curriculum Vitae

YU, TZU-HSIEN

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Education

- **National Taiwan University (NTU), since Sep. 2013**
Major – Department of Library and Information Science (DLIS) - **Senior**
Double Major – Department of Bio-industry Communication and Development (DBCD)
Communication Program
- **Keelung Municipal Nuannuan Senior High School (NNSH), Sep. 2010 - Jun. 2013**
Graduated with top 1% academic performance

Leadership & Service Experience

- **Student Advisor of NTU Plus Academy, Center for International Education (CIE), NTU**
Apr. – Aug. 2015
Served as the student advisor of NTU Plus Academy, which more than 200 international students apply for every year for short-term study in NTU. Mainly in charge of coordinating activities such as airport pickup, orientation, Chinese culture activities and Chinese tutor station. Also provided necessary advice to students and assisted CIE staffs with administrative affairs.
- **General Affairs Chief, Lanyu Service Group, DLIS, NTU**
Apr. – Jul. 2015
Served in Lanyu, a remote island off Taiwan, holding a 4-day summer camp for the local elementary school, re-organizing public libraries. Mainly in charge of general affairs such as ticket booking, meals, money, etc.
- **Member of Department Website Group, DLIS, NTU**
Sep. 2014 – Jun. 2015
Engaged in the primary stage of the re-design of DLIS website with the support and instruction of the dean and professors, producing website contents such as news on special topics, professor interviews and alumni interviews.
- **Core member, Team Counselor & General Worker, Alumni Organization of Nantou Service Group, NTU**
Sep. 2013 – Jan. 2016
Three years of service group experience, attended 3 winter camps and 1 summer camp. As a core member of execution team, I and the other members are mainly in charge of holding a 4-day summer camp in a remote elementary school in Nantou, a central county of Taiwan, supervising members to be on schedule and keeping the summer camp in order during the ongoing stage.

- **Member of the Department of Culture, National Taiwan University Student Association, NTU**
Sep. 2013 – Jun. 2014
Assisted in holding NTU Film Festival and the conceiving and arranging NTU Music Festival, invited approximately 20 Non-Governmental Organizations to set up booths and forums.

Work Experience

- **Administrative Assistant, CIE, NTU, Sep. 2015 – Jun. 2016**
- **Student Advisor of NTU Plus Academy, CIE, NTU, Apr. – Aug. 2015**
- **Administrative Assistant, DLIS Third Research Office, NTU, Sep. 2014 – Jun. 2015**
- **Work-study Student, NTU General Library, Apr. 2014 – Apr. 2015**

Skills & Interests

- **Bilingual Communication Skill**
Native Chinese speaker
International English Language Testing System (IELTS) band **7.0**
General English Proficiency Test (GEPT) high intermediate level
- **Presentation Skill**
Abundant experience of on-stage presentations.
Skilled at PowerPoint making.
- **Basic Programming Skill**
Took one-semester of C# course and some online courses. Can understand general syntax of loops and classes.
- **Software Skill – Files, Layout, Digital images & Video Processing**
Word, Excel, PowerPoint, Photoshop, Illustrator, InDesign, Lightroom and PowerDirector.
- **Learning Interest (Currently Learning / Learn in the Future)**
Programming – Python, C#
Web Design – Html 5, CSS 3, JavaScript / Information Architecture
Human-Computer Interaction / User Experience
- **Hobbies**
Photography – attended NTUPHOTO club (2014)
Swimming – attended NTUMedShark club (2015 - 2016)
Reading & Traveling