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Objective

A searching for internship over Summer 2017.

Education

Portage Central High School — High School Diploma, Class of 2014

International Baccalaureate — International Baccalaureate Diploma

Kalamazoo College — Major: Business, Minor: Mandarin, Class of 2018

Hong Kong Baptist University — Student Exchange Program, 2016-2017

Experience

Business Growth Intern, Complex Machining — June 2017 - Present

- Working side-by-side with Founder/CEO
- Business expansion plan brainstorming and strategic planning with CEO
- Advising social media marketing strategy
- Designing company website

Organizational Committee Leader, Project M.A.I.L 2017, HKBU — January 2017 - June 2017

- Lead a team of 20 students to Jiangxi, China for community development and childhood development
- Headed five month planning period for service learning trip to China
- Negotiated and interviewed with local Chinese government officials on elementary education policies
- Built close partnership with local teachers and headmasters while advising on new teaching strategies

Public Relations Intern, Business Success Unlimited — June 2016 - September 2016

- Coordinated public relations strategies via social media outlets
- Managed social media platforms and advisee to CEO on social media optimization
- Promoted company events online and in person to audiences outside of operating city
- Produced brochures and flyers

Public Relations Officer and Executive Board Member, Simple Fix, LLC — February 2016 - September 2016

- Managed all aspects of company social media platforms, website and public relations events
- Brainstormed strategies and techniques to promote and market products while directing social media team
- Developed marketing communications plan and strategy, with focus in online media and volunteer events
- Evaluate opportunities for partnerships, sponsorships and advertising on an on-going basis
- Built professional and business relationships

Facilities Management, Kalamazoo College — March 2016 - September 2016

- Maintain campus grounds of Kalamazoo College and provide support with additional large projects
- Active landscaping skills and facilities management knowledge
- Continuous self-direction, problem solving, planning, organization, working independently, and working with a team

Public Recreational Resource Manager, Kalamazoo County Government — May 2014 - August 2015

- Managed Kalamazoo River Valley Trail
- Proactively identified and performed tasks regarding trail maintenance
- Continuously reevaluated and managed time and resources to accomplish daily, weekly and seasonal goals

President and Founder, Model United Nations, Portage Central High School — November 2013 - March 2014

- Responsible for planning of weekly meetings
- Evaluated and trained the student who took my presidential position after graduation
- Participated in international conferences around Asia and the United States representing countries over contemporary international issues

Extracurricular Activities

Initiator of exchange student integration program at HKBU — January 2017 - Present

Event Organizer and Team Member, MOSS Hong Kong — January 2017 - Present

Strategies and skills coach for Social Mercenary Founder/CEO — November 2016 - Present

Team Leader, Diamond Sedan Competition — October 2016 - November 2016

Member, Hong Kong Baptist University Swimming — September 2016 - November 2016

Member, Kalamazoo College Men's Intercollegiate Swimming — September 2014 - Present