

JOB OBJECTIVE

To achieve a position at a company where my experiences, interest for home decorating, floral arrangement and drive for excellence will open opportunities for personal growth and success.

PROFILE

Creative, enthusiastic, proactive, and hard working professional with demonstrated passion for customer services and great interpersonal skills. Excellent communicator with proficiency in Chinese and English.

- Flexible and engaged with strong organizational and time management skills
- Excellent team and independent worker with strong multitasking skills
- Customer service focus with ability to deal with a diverse clientele
- Proficient in MS Office (Word, Excel, PowerPoint), AutoCAD, PhotoShop, Indesign, and SketchUp
- Excellent hand-drawing skill and quick sketch
- Excellent sale skills

EDUCATION

09/2013- Interior Decorating Algonquin College / Ottawa, Ontario province, Canada
09/2008-06/2012 Bachelor of Fine Arts China Women's University / Beijing, P.R.China

EXPERIENCE

09/2011-08/2012 KMK CASA, Beijing, China. Part-time designer and sale representative
06/2014- ZUFFA HOME, Ottawa, ON, Canada. Part-time sale representative

VOLUNTEER EXPERIENCE

07/2009-09/2009 Women and Children Activity Center, Shijiazhuang, China.
Assistant teacher
12/2009-07/2012 Capital Volunteers Association of Blood Donor, Beijing, China.
Volunteering

AWARDS

2013 Fall Term Awarded the Outstanding Student by Algonquin College.
2010- 2011 Awarded the Outstanding Student by China Women's University.