|  |  |
| --- | --- |
| **Shou Huzhe****Objective:** Marketing Intern |  |
|  |
| **Location：**Wuhan **Policy：**normal | **Tel：**170-XXX-XXX**E-mail：**SHZ6@docer.com |
|  |
| **Education** |
| **2013.09-2016.06** | **COLUMBIA NIVERSITY** | **New York , NY** |
| During my college life, I have learned Secretary, English , International business, OA, Administration Management, File, Statistics, Sales & Marketing, Western Economic etc. As a result of my hard working, I gained scholarship more than once, passed national college English test ( CET ) band-4, and have gained qualification certificate of intermediate secretary. Also, I joined in some campus clubs such as English club, communism volunteer organization etc.; lived a part-work and part-study life for years. |
|  |
| **Honor Award** |
| * Language skills：English | good; Chinese | excellent
* The main qualities required are preparedness to work hard.Possessing learning ability, ambition and good health, And I have a great team spirit, good communication skill and good analytical capability.
 |
|  |
| **Work Experience** |
| **2016.10-2017.05** | **SUNLANDA** | **Marketing Intern** |
| This company is specialized in PVC vinyl zipper bags, I’m responsible for all international direct shipments, including customer service, production schedule, logistics (shipping), preparing all necessary export documents. Beginning from March, 2005, I’m also responsible for all subcontract business. I have some acknowledgement on MRP system and ISO9001: 2000 too. |
| **2017.07-2018.09** | **SUNLANDA** | **Marketing Intern** |
| This company is specialized in PVC vinyl zipper bags, I’m responsible for all international direct shipments, including customer service, production schedule, logistics (shipping), preparing all necessary export documents. Beginning from March, 2005, I’m also responsible for all subcontract business. I have some acknowledgement on MRP system and ISO9001: 2000 too. |
|  |
| **About Me** |
|  I have the greatest characteristic is friendly and optimistic, it has the experience in technology companies, served as a laboratory technician to work on their own professional knowledge and operation of this is fully competent. There are 3 years of working practice proper training, so I have a strong endurance, willpower, and hard-working quality to the work of a serious and responsible, positive, dare to challenge!  |

PERSONAL RESUME