

Yun-Chi, LAN 藍云圻

• (886)939635178 • andrealin625@gmail.com

No.320, Sec. 3, Zhangnan Rd., Nantou City, Nantou County, Taiwan (R.O.C.), 54068.

EDUCATION

National Chengchi University

Bachelor of Foreign Languages in English

Business & Management Program for Students with Specialty of Foreign Languages

- **Relevant Coursework:** Economics / Management / Accounting / Marketing Management / Calculus / Statistics / Business English / English Oral Training / Translation Theory / Translation Skills

UNIVERSIDAD CARLOS iii DE MADRID

BACHELOR OF BUSINESS ADMINISTRATION

- **Relevant Coursework:** International Business Management/ Advertisement & Communication/ Consumer Behavior/ Image Theory/ Spanish B1

Taipei, Taiwan

Expected June 2018

Madrid, Spain

WORK & LEADERSHIP EXPERIENCE

Aisa-Niea Bedding Corporation

Sales Representative

- Led sales, designed official website and managed online CRM
 - Increased sales and resulted in a turnover rate up to 80%
 - Originated company blog and website to increase group visibility and communicated with prospective clients
 - Conducted market research on competitors and designed marketing strategies to increase efficiency and improve potential client outreach
 - Organized opening banquet for more than 100 guests

Taichung, Taiwan

June 2013 – Present

SKYLINE (POTENSHOW CORPORARION)

OP/BD INTERN

- Brand book/ Landing page edit and design
- Product operation and translation
- Domestic and foreign customer development

Taipei, Taiwan

July-September 2018

2018 Hit FinTech

Receptionist and volunteer

- Receptionist during the convention
- Assisted with the layout of the venue

Taipei, Taiwan

April 2018

2018 New Southbound Neighboring Countries Cultural Arts Festival

Receptionist and interpreter

- Assisted with event planning
- Assisted with the interpretation of the opening speech

Taipei, Taiwan

May 2018

English Tutoring

Tutor

- Designed teaching materials to meet clients' individual needs
- Implemented activities and visual aids to improve teaching efficiency

Taipei, Taiwan

October 2015 – Present

Taipei Model United Nations, TMUN

Receptionist and volunteer

Taipei, Taiwan

December 2014

- Assisted with event planning
- Receptionist during the convention

SKILLS, ACTIVITIES & INTERESTS

Languages: Fluent in Mandarin; Conversational Proficiency in English (TOEIC: 930 / TOFEL: 113); Intermediate in Spanish(B1); Basic in Indonesian & Malay

Technical Skills: MS Office; Photoshop; Adobe Illustrator; WordPress.org

Certifications & Training: Business & Management Program for Students with Specialty of Foreign Languages; International Trade Certification Examination

Activities & Interests: Weight Training; Yoga; Volunteer Work; Travel; Culinary art; Language Exchange; UI/UX Design