**Sample Résumé 3**

 **Alice Chan Ting Ting**

2A, KK Building, GG Street, Macao　｜　(853) 6666 6667　｜　alicechan@mail.com

|  |  |  |
| --- | --- | --- |
| Objective |  | Applying for the position of Video Production Specialist to apply the video editing skills in the creative industry. |
|  |  |  |
| Education |  | **University of Macau** Aug 2015 to PresentBachelor of Social Sciences in Communication anticipated May 2019GPA: 3.6/4.0 **Chinese Culture University, Taiwan** Aug to Dec 2018Exchange student in Mass Communication **ABC Middle School** Sep 2009 to Jun 2015Form 6 Commerce Graduate |
|  |  |  |
| Work Experience |  | ***Journalist Intern***, China Central Television (CCTV), Beijing Jun to Aug 2018* Interviewed citizens at the scenes and presented news and current affairs in CCTV news reports;
* Wrote scripts for 50+ feature news and produced video clips for the news.

***Graphic Designer***, Macau Child Development Association Apr 2016 – Nov 2018* Designed promotional displays, brochures, and exhibition boards;
* Assisted in developing the overall layout and images of the official website.

***Enumerator***, Statistics and Census Service Bureau May 2017 to Jul 2017* Visited Macao households and interviewed residents on surveys of different statistical projects.
 |
|  |  |  |
| Extracurricular Activities |  | ***UM Multimedia Reporter*** Oct 2015 to PresentCommunication Office, University of Macau* Report happenings around the campus by taking photographs and videos.

***Psychological Health Ambassador*** Oct 2015 – May 2016Student Affairs Office, University of Macau* Promoted psychological health information and provided with peer counselling support to students.
 |
|  |  |  |
| Scholarships |  | Principals’ Recommended Admission Scholarship Sep 2015 to Present(Awarded by University of Macau)Macau University Student Scholarship Sep 2015 to Present (Awarded by Education and Youth Affairs Bureau) |
|  |  |  |
| Language Proficiency |  | * Cantonese: Native Speaker
* Mandarin and English: Fluent
* Portuguese: Fair
 |
|  |  |  |
| Computer Expertise |  | * Microsoft Office (Word, Excel, Powerpoint)
* Java and CSS
* Adobe Creative Suite (Photoshop, Illustrator, After Effects, Flash, Premiere)
* Final Cut Pro
 |