**Shuyun Xue**

3812 Bates. Street, Apt 111. Pittsburgh. PA. Tel: 518-9150899. Email: shx32@pitt.edu

**OBJECTIVE:** To receive admittance into the Ed. D Programs in School of Education at University of Pittsburg.

**EDUCATION**

**University at Pittsburgh 08/2018-**

Program: Social and Comparative Analysis in Education

Grade Point Average 4.0/4.0

**University at Albany, State University of New York 08/2016-05/2018**

Major: Journalism

Minor: Economics

Grade Point Average 3.54/4.0

**Taiyuan Normal University 09/2014-07/2016**

Grade Point Average 3.30/4.0 Shanxi, China

Major: Journalism

**WORK EXPERIENCE**

**Institute for International Students in Education in the University of Pittsburgh**

**Intern 01/2019-Present**

* Assists IISE through media related jobs, Alumni relationships, events and actives.

**Academic Collaboration for Excellence LLC 09/2017-08/2018**

**Intern and then Assistant to CEO**

* Visit U.S. schools and universities to learn about the institutions, especially regarding their enrollment strategies for recruiting international students
* Meet with school principals, learn about the school, and discuss collaboration models
* Formulate survey questions for the Chinese students at the private secondary schools in the U.S.
* Interview the Chinese students who study at the private schools in the U.S, learn about their challenges, suggest a list of workshops to improve students’ academic skills, and help them assimilate in the U.S. culture
* Facilitate a group of professionals to conduct workshops for Chinese students who study at the private schools in the U.S.
* Assist in making brochures, flyers, and other marketing and promotional materials
* Assist in translating the texts from English to Chinese or vice versa
* Assist in transcribing the interviews
* Help organize students’ activities

**Fenyang Television Station** **06/2016-08/2016**

**Intern, News Department**

* Provided administrative and logistical support
* Helped the news reporters record and edit videos

**LEADERSHIP EXPERIENCE**

**Chair for Communications**

**Chinese Students and Scholars Association (CSSA) 08/2016-**

**University at Albany, State University of New York (SUNY Albany)**

* Plan and organize events for the SUNY Albany community
* Make flyers and promote SUNY Albany CSSA events
* Maintain the CSSA WeChat public account and email list

**VP for Communications, Undergraduate Student Association 09/2015-07/2016**

**Taiyuan Normal University**

* Worked together with the President and other team members to establish the communications agenda for the Undergraduate Student Association
* Wrote press releases and articles for the school newspaper
* Made flyers and promoted the events in our department

**HONORS**

* Dean’ List of Distinguished Student, SUNY Albany, 2016 Fall
* Dean’ List of Distinguished, SUNY Albany, 2017 Fall
* Outstanding Student Service Award, Taiyuan Normal University, 2015-2016
* Excellent Student Award, Taiyuan Normal University, 2014-2015

**SKILLS**

* Premiere
* Adobe Audition
* Photoshop
* Microsoft Word and Excel
* Languages: Native in Mandarin Chinese and Fluent in English

**VOLUNTEERING EXPERIENCE**

* Civic leadership Forum organized by Asian Pacific Islanders American Public Affairs Association Albany Chapter
* Volunteer teacher at Xinbao Primary School in the western Guizhou Province, China