

Susie Lang

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Summary

- Highly motivated and creative
- Effective working with team to coordinate and achieve common goals
- Familiar with many computer software
- Skilled in AutoCAD, Adobe Photoshop, Microsoft Word, PowerPoint, Excel, PanaVue, Adobe Illustrator, Adobe Flash & Dream Weaver
- Fluent in English and Cantonese; Conversational Mandarin
- Willingness to work hard to achieve employer objectives
- Fast learner
- Highly Organized
- Multi-tasking
- Detail-oriented
- Teamwork Skills
- Customer Service Skills
- Ability to meet deadlines
- Work well under pressures
- Prompt, dependable, reliable

Education

FIDM / The Fashion Institute of Design & Merchandising Los Angeles, CA
Bachelors of Science Degree Major: **Business Management** Expected Graduation: June 2010

Courses included:

- Microeconomics
- Financial Accounting
- Global Marketing
- Business Writing for Professionals

Associate of Arts Degree Major: **Interior Design** Graduated: Sept 2008

Courses included:

- Drafting & Sketching Techniques
- Presentation Techniques
- AutoCAD
- Perspective
- Textile Science & Historic Textiles
- Commercial & Residential Thesis
- Lighting Design
- Feng Shui
- Materials for Interior Design
- Survey of Architecture & Interior Design

Experience

Pro Search Plus Azusa, CA February 2009 – Present

Website Designer

Key Contributions included:

- Created websites for the hotel industry.
- Search Engine Optimization (SEO) for websites.
- Assisted with printing orders.

Show Hotel Rosemead, CA

February 2007 – December 2009

Technical Manager

Key Contributions included:

- Created virtual tours for hotels.
- Enhanced still images and create a slideshow using Adobe Photoshop.
- Created 3-D panoramas using PanaVue.
- Created video montages and build websites.
- Organized and keep track of all photos.
- Worked with hotel firms such as Choice Hotels, Wyndham Worldwide, and Best Western.
- Submitted virtual tours to third party distributions such as Orbitz, Expedia, and Hotelplanner.
- Handled all outsourcing projects.
- Distribute work to staff in department.

Jo-Ann Fabrics and Craft Arcadia, CA

October 2005 – June 2006

Sales Associate

Key Contributions included:

- Cut precise measurements of fabrics for customers.
- Dealt with money as a cashier.
- Helped customers to find what they need.

Additional Information

American Society of Interior Designers – Student Member – Pasadena Chapter

References

Available upon request.

Portfolios

Please refer to my website to view my portfolio.