

Emily Wang



PROFILE

Detail-oriented and highly organized professional transitioning into UX Design, backed by a strong foundation in project coordination and digital marketing. Recently completed a comprehensive UX Design course provided by Google on Coursera, gaining foundational knowledge in user research, usability testing, and design principles. Known for accelerating project progress through timely, accurate reports and reducing communication gaps at Morechange Technology Co., Ltd. Now eager to apply my understanding of user-centered design processes in a practical setting.

EXPERIENCE

Aug 2021 -
Feb 2023

Education Coordinator Chinese Culture University

- Act as central point of contact for information and inquiries on school-related matters
- Developed community education programming events and other activities designed to increase and improve education outcomes

Sep 2020 -
Aug 2021

Project Manager Morechange Technology Co, Ltd

- Monitored the progress and deliverables across 4 projects, adjusting priorities based on user needs and resource allocation, successfully meeting 80% of deadlines and 90% revenue goals
- Participated in project planning and product development with a major mobile device vendor, focusing on user needs and potential risks to enhance product usability
- Used conflict resolution skills to resolve disputes between employees, clients, and vendors, typically within minutes of being made aware of the issue
- Prepared Excel spreadsheets, reports, and PowerPoint decks for weekly meetings between cross-functional team members and clients
- Energetic sales and marketing professional seeking to help increase revenue at semi-conductor industry through a more comprehensive approach to visual social media marketing (LinkedIn, Facebook, Twitter)

CONTACT



0958-327-225



www.emilywang.cc



contact@emilywang.cc



Taipei, TW

SKILLS &

ATTRIBUTES

- Foundational knowledge in user research, usability testing, and design principles
- Knowledgeable in design tools: Figma, Adobe XD, Photoshop, InDesign, Illustrator
- Detail-oriented; work successfully both independently and in a team
- Great interpersonal communication, time management, problem-solving, and organization skills
- Enthusiastic, reliable, and self-motivated worker
- Bilingual in English / Chinese with excellent writing and verbal fluency
- Proficient in Microsoft office products (Word, Excel, PowerPoint, Outlook)

Jul 2019 -
Jan 2020

International Buyer Manager / Trade Specialist

Galion trade & Logistic Co,Ltd.

- Communicated and worked closely with vendors, created inventory forecasts, and worked on the profit maximization processes
- Responsible for marketing development in North America to lead new business opportunities, and maintain relationships with suppliers for long lasting and mutually satisfactory relations
- Negotiate with suppliers to develop purchase requisitions, negotiate prices and maintain the product quality
- Developed plans for promotional events in Anuga, the world's leading food trading fair in Cologne, Germany.
- Responsible for carrier sourcing, rate negotiation and custom clearance & declaration process. Ensuring on time deliveries and reducing carrier detention

Oct 2015 -
May 2016

Marketing Assistant

Wen Pin Hotel

- Monitored and optimized all social media postings and content blog posts, focusing on user engagement and response to maximize return on investment and conversion rates.
- Coordinated marketing project releases and scheduled key events for Travel Fair
- Work with Kaohsiung Tourism Bureau on neighborhood revitalization to improve the quality of life for all residents in a neighborhood and promote the local experience for hotel guests

CERTIFICATIONS

- Google UX Design Certificate, Coursera
- Pearson LCCI Unit Certificate - Practical ICT Skills Level 2
- TOEIC Golden Certificate (885 / 990)

EDUCATION

English Professional Communication and Instructional Technology

National Kaohsiung University of Science and Technology, Master of Art 2016-2019

Retail Merchandising

University of Minnesota, Bachelor of Science 2010-2015