

## Julie Poon

julie.poon@temple.edu

Philadelphia | PA | 19122 | tel: 347.681.1816

<https://www.linkedin.com/in/julie-poon-209658171/>

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA  
*Bachelor of Business Administration, Graduation: May 2022*  
*Major: Management Information Systems*

### ACTIVITIES & AWARDS:

- Member, Alpha Sigma Rho Sorority, Inc. April 2019 – Present
- Member, Ascend, Fall 2018 – Present
- Participant, PwC Challenge Case Competition – February 2019
- Treasurer, Resident Housing Association Community Council, Fall 2018 – May 2019
- Recipient, President's Award for Educational Achievement 2018
- Graphic Designer, Virtual Enterprise (MatchWear), September 2017 – June 2018
- Member, Key Club, September 2014 – June 2018

EXPERIENCE: SLICEJOBS.COM, Shanghai, China

#### **Marketing Intern**

June 2019 – August 2019

- Assisted with improving company branding and creating content for the website
- Conducted research on competition overseas to extract information that is relevant for expansion
- Researched strategic event and partnership opportunities

UNIQLO, Philadelphia, PA & New York City, NY

#### **Retail Sales Associate**

November 2018 – May 2019

June 2018 – August 2018

- Processed shipments and ensured all merchandise were represented on the floor in full size run at a fast fashion company
- Provided customer service and assisted customers by utilizing UNIQLO standards
- Supported management to identify and resolve issues in the store

HAPPY MUSIC ARTS SCIENCE CENTER CAMP, Queens, NY

#### **Teacher Assistant**

June 2015 – Aug 2015

- Prepared lesson materials, bulletin board displays, equipment, and demonstrations at a summer camp for six to eight-year olds
- Collaborated with teachers to come up with exercises that enhanced student's skills
- Taught students' fundamentals of Math and English

### SKILLS & LANGUAGES:

- MS Office Suite, Adobe Creative Suite, Tableau, Google Analytics
- Chinese (Mandarin) – Conversational
- Wenzhounese – Fluent

U.S. citizen