

# Xiaoyue Gu

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA  
***Bachelor of Business Administration, Graduation: May 2016***  
***Major: Finance***  
GPA: 2.84  
*Selected Courses:*  
International Trade                      Management Information System

## ACTIVITIES & AWARDS:

June 2010 Award: - Service Award  
This award for extraordinary service to Nanyang Model High School.

Year 2011 Award: - Annual merit student  
Nanyang Model High School, merit student for the year 2011.

EXPERIENCE: GW Industry Co, Ltd., Shanghai, China                      May 2013 - August 2013

**Marketing Assistant, Marketing Department**

- Provide marketing, project and administrative support for the Marketing Department. Also, help developing the website of the company.
- Accountable for the development and implementation of the marketing.
- Describe and integrate the sales data by Excel.

## SKILLS & LANGUAGES:

- Be versed in Microsoft Word, Excel and PowerPoint
- Be versed in iMovie, Windows Movie maker, Photoshop and
- Fluent in Chinese (Native language) and English