


# Resume

Name	Xiafuxiu	Gender	Female	
Age	23 years	Birthplace	Guangxi Pubei	
Political landscape	Member	Nationality	Han	
Tel	-	E-mail	-	
Height	160cm	Weight	47kg	
Education	College	Major	Busniess English	
College name	Guangxi Dongfang Foreign Language College			
Job Objectives	Foreign trade Interpreter Assistant Clerk			
Main Courses	Correspondence and documents in English、Management English、International trade、Traslation and Interpretation、Voice、Spoken English、Listening English、Reading English、Cambridge English、Computer Course、Broadcasting and Hosting 、Etiquette、 <b>Simultaneous typing</b> 、Scheme			
Educational Background	1. 2007/9—2010/7 Guangxi Dongfang Foreign Language College 2. 2003/9—2007/7 Guangxi Pubei High School			
Work Experience	2010/2-2010/4 Work as assistant in Guilin Xiongfeng Technology Development Company, Resignation for company internal reason			
<b>Social pratrice</b>	2009 summer, worked in Guangdong Dongguan Sangang as a staff 2008 summer, worked as glasses promotions 2007 summer, worked in Guangdong Dongguan Huibi as a staff, and taked part in English club			
<b>Personal skills</b>	2008/12 passed CET-4, 2008/11 passed nation mandarin test B Getted nation teachers' certificate Proficient Office Software			
<b>Interest and expertise</b>	Reading Writing Communication Sports			
<b>Personal Evaluation</b>	I have favorable major theoretical knowledge, solid basis, and grasp foreign trade knowledge, letter writing. I am motivated on working, and I can adapta well, strong sense of responsibility, I love collective and I am willing to obey group.			