

Chenyao XI

22, Rue J.B Say

69001 Lyon, France

Nationality: Chinese

+33 699 06 32 06

Chenyao.xi@online.fr

Age: 25, License B

For more: <http://xi.en.netcv.org>

Educational Background

- 2005-2007 **EUROPEAN MASTER**
Corporate strategy and management
EspaceForma, Lyon, France
- 2004-2006 **BACHELOR ECONOMY MANAGEMENT**
Optional subject Social and Organizational Behaviors
University Lyon III Jean Moulin, Lyons, France
- 2001-2004 **DEUF & DEUG ECONOMY MANAGEMENT**
University Lyon III Jean Moulin, Lyons, France
- 2000-2001 **DIPLOMA OF INTRODUCTION TO MANAGEMENT**
University Lyon III Jean Moulin, Lyons, France

Skills

- Organizational: Multi-tasking projects, time management
- Team work: Working with teams to analyze problems and give recommendations; leading teams; interpersonal skills
- Languages: **English:** fluent; **French:** fluent;
Chinese (Mandarin and Shanghainess): mother tongue.
- I.T: Pack Office pro, Dreamwave, FrontPage, PHP, HTML, Adobe Première, Adobe Photoshop, D-base, Sphinx, MS Money, etc.
- Computer Certificates: **Capacities of data-processing application** (1995).
Office automation (1996).
Primary network distributors (1999).

Personal Interests

- Culture: Cooking (Chinese, and other countries), film-making and montage, photography, arts, traveling, wines, etc.
- Sports: Basketball, roller, bowling, target shooting, etc.

Professional Experiences

- Nov 06 – July 07 **Project Leader Assistant (Internship)**, EspaceForma, Lyon, France
- Communication development.
 - Realization of communication plan.
 - Creation of intercultural continuous trainings.
 - Bilingual Web site and booklets' establishment.
 - Commercial actions: contacts' follow-up and appointment managements.
- June – September 06 **Dealer (Summer job)**, Southwestern Co., Tennessee, USA
- Door-to-door dealer in Idaho and Washington states.
 - “Gold Award with Gold Seal” for working 80+ hours per week.
 - Second top salesman in the organization.
- June and September 05 **Salesman (Internship)**, VAL Informatique, Meyzieu, France
- Understanding of company's operation.
 - Establishment of product mailing and advertisement.
 - Product demonstrations for customers.
- July - August 02 **Assistant (Internship)**, China Education Star Software Co.Ltd, Beijing, China
- Preparation of the meeting documents, meeting participation and jotting down.
 - Functional and organizational analysis of the company departments.
 - Join in the technical organization, treatment of data bases, images and videos in multimedia, etc.

Others Experiences

- From December 06 **Polyvalent Employee**, Restaurant Minanee, Lyon, France
- Japanese and Korean seafood cooking (Teppanyaki).
 - Customers' communication, reception.
- March - June 05 **Polyvalent Employee**, Restaurant Matsuri, Lyon, France
- February 2005 **Web sites Created:** www.sethexplicite.com
- PHP language
 - SQL data base creation
- August 03 - Mars 05 **Polyvalent Employee**, Restaurant Pizza Hut, Lyon, France