

JENNI LU

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PROFESSIONAL PROFILE

- Accomplished prospective law student with track record of experience that complements legal study, as well as expertise in project management, customer service, troubleshooting, and organization.
- Motivated achiever who has demonstrated genuine interest in the practice of law through professional entrepreneurial background, as well as bachelor's degree in international business.
- Skilled planner who has honed the fine art of prioritizing and juggling complex projects simultaneously in a high-pressure business-startup environment.
- Customer-focused team player who interacts effectively with individuals at all levels.
- Strong oral, written, and interpersonal communicator and presenter; fluent speaker of English, French, and Korean.

EDUCATION

Bachelor of Business Administration in International Business

Western New England College, Springfield, MA, 2008

- Minor: German
- GPA: 3.3
- Study Abroad:
 - University of Innsbruck, Austria, 2006
 - University of Melbourne, Australia, 2005
- Alpha Kappa Psi Professional Business Fraternity Pledge Class President
- Residence Hall Council Vice President

PROFESSIONAL EXPERIENCE

Vice President, *TasTFreeze*, Springfield, MA, March 2006 to present

- Scouted location in collaboration with Realtor for frozen-custard franchise business.
- Acquired land and participated in contract proceedings.
- Collaborated with shopping-plaza landlord and supermarket chain to obtain permits and approvals for outparcel land subject to special restrictions.
- Oversaw vendor's execution of environmental survey to ensure against land contamination.
- Hired general contractor and partnered with contractor regarding layout, design, and overall project development.
- Contracted with sub-contractors (e.g., equipment and signage companies) to ensure store was appropriately outfitted.
- Interacted with city and state officials on all forms, licenses, and permits prior to opening.
- Underwent training and earned food manager license.
- Supervise daily operation entailing monitoring weekly sales; hiring, managing, training employees; conducting cash count; ordering supplies, as well as planning advertising and marketing.
- Delivered presentations about business startup to university entrepreneurial seminar.

Assistant Manager, *City Music Supplies*, Springfield, MA, Jan. 2005 to March 2006

- Conducted more than \$3,000 daily in sales transactions and provided customer service.
- Maintained product inventory.

Student Assistant, *Management Department, Western New England College*, Springfield, MA, Aug. 2004 to May 2006

- Aided professors in preparing for lectures.
- Handled office functions, such as filing and photocopying.



Student Assistant, *Department of Residential Life, Western New England College, Springfield, MA, Aug. 2000 to Dec. 2001*

- Answered, screened, and directed phone calls for five-person office.
- Maintained employee schedules and appointments.
- Filed documents and updated database.

HONORS, DISTINCTIONS, and EXTRACURRICULAR ACTIVITIES

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| <ul style="list-style-type: none">o German Language Competency Test Diploma Level A1-A4o SAT II Korean 800 of 800o National Dean's List 2004-2005 Honoro Western New England College Honor Rollo Western New England College Dean's List, two semesters | <ul style="list-style-type: none">o Massachusetts Academic Scholarshipo Western New England College Merit scholarshipo One of just 6 undergraduates to earn Springfield Power Corporation Scholarshipo One of only 5 undergraduates to earn Dorfman Foundation Scholarshipo Youth Group treasurer and pianist for church |
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