

Mona Law

Fashion
Canada

View the full portfolio at <http://www.thecreativefinder.com/lawmona>

Professional Experience and Curriculum Vitae

A Communication and Publishing student at SFU, a fashionista, likes drawing fashion design illustrations, and looking to be in the advertising industry.

Previous Clientele

Please kindly get in touch for more information.

Awards and Accolades

Objective

To obtain a position that will enable me to utilize my working experiences and educational background effectively; thus, allowing me to make a positive contribution to a well-established organization and to form a lasting relationship in Fashion with regards to the field of Communications and Advertising.

Education

Simon Fraser University, Surrey/Burnaby, British Columbia Sept. 2007- Present
Undergraduate Bachelor Degree
Candidate in Communications Major, Publishing Minor

Work Experience

Alex Folzi Ltd. (November 2012-Present)

PR/Marketing Intern

- Fashion blogging, Social Media
- Brand Awareness
- Website management, support retail and online store
- Assist in media relations and press releases, promotional materials
- Organize and attend social events

HUSH Magazine (October 2012-Present)

PR Intern

- Public relations for the magazine
- Talent Recruitment of new interns and contributors
- Contributed to web design layout and fashion critique
- Managed online social media in creating relationships with followers and subscribers, by updating the public with newsfeed and articles written or shared by the magazine company
- Created on-campus base for student network and info-session

HSBC (Hong Kong Shanghai Bank Corporation) Canada (Feb 2011-Present)

Operations, Risk, and Administrative Associate

- Greeter/Information Help Desk – customer service: assisted clients with inquiries, resolved client issues, assisted in client transactions, directed sales referrals and traffic of clients.
- Team-based approach in completing tasks and meeting customer needs
- Ensures compliance, operational risk controls in accordance with HSBC regulatory standards

- Prepares daily worksheets and reports as necessary

- Responsible for ensuring the accurate and timely processing of all activities

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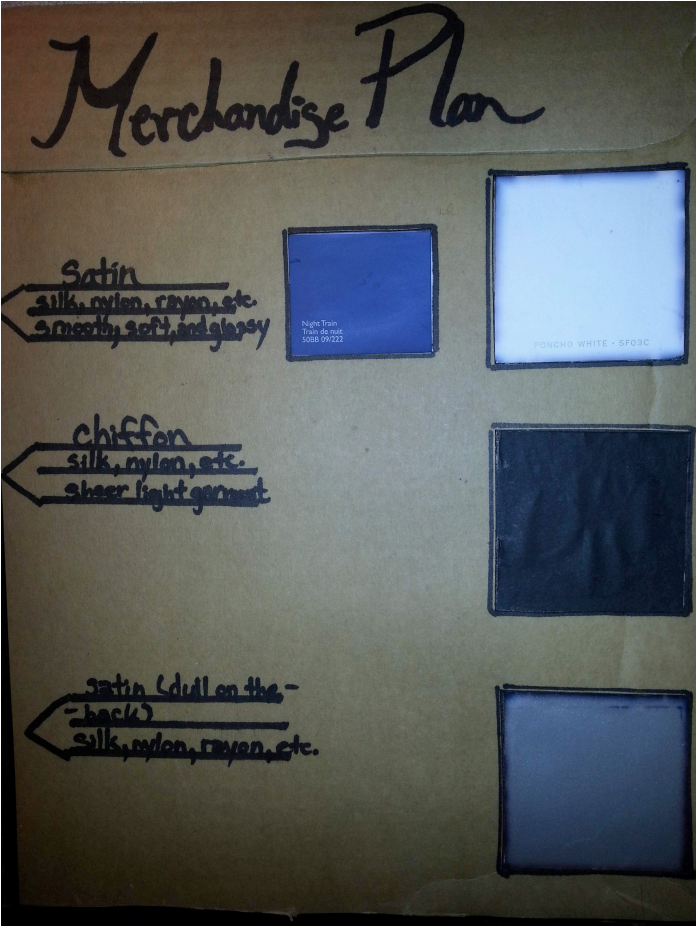


15b Lloyd Road Singapore 239098 (co. reg. 201004398N)
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