

Sample of Resume – Industries and Jobs (Services and Retail)

Job Title: Fashion Merchandiser
Name: Chan Tai Man
Tel: 98xx xxxx

Address: Hong Kong
Email: chantaiman@example.com

PROFILE

I am seeking a position as a Fashion Merchandiser in the retail fashion industry where I can best utilise my design aesthetic and merchandising experience while promoting business growth. As a self-motivated and detail-oriented individual with strong analytical and communication skills, I believe that I am competent for this position.

WORK EXPERIENCE

Apr 2020 - Present

Marketing Assistant (Fashion Retail), Fashion Limited

- To assist marketing manager to plan and execute marketing and promotional activities
- To support and prepare marketing collateral such as leaflets, brochures, newsletter, and website
- To collaborate closely and liaise with sales and design teams for product and marketing activities
- To conduct market research and analysis
- To perform administrative and ad hoc tasks

EDUCATION

2016 – 2020

The Hong Kong Polytechnic University

Bachelor of Arts (Honours) in Fashion and Textiles (Retail and Marketing)

2010 – 2016

Hong Kong Secondary School

HKDSE: Chinese Language 4, English Language 3, Mathematics 3, Liberal Studies 4, Visual Arts 4, Design and Applied Technology 4, Chemistry 3

PERSONAL SKILLS

- Proficient in Cantonese, Mandarin and English
- Good command of Chinese and English typing skills
- Proficient in Microsoft Office Suite (Word, Excel & PowerPoint) and Adobe (Photoshop, Illustrator)