



Victor Chang

Admissions Counselor

Pasadena, CA
victorchang@example.com
(310) 555-4455
LinkedIn | Portfolio

Admissions Counselor with four years of experience recruiting and evaluating applicants for undergraduate programs. Skilled in application review, campus visits coordination, and yield-driven outreach strategies.

Key Skills



Applicant Evaluation



Campus Tours



Event Coordination



CRM Management

Professional Experience

Admissions Counselor

Caltech Admissions, Pasadena, CA | September 2020 - Present

- Reviewed 3,000+ applications annually, contributing to a 7% increase in yield.
- Hosted 50+ campus tours, improving student engagement by 20%.

Recruitment Assistant

USC Admissions, Los Angeles, CA | June 2018 - August 2020

- Organized regional recruitment events, boosting out-of-state applications by 15%.
- Managed CRM data, improving follow-up response times by 30%.

Education

B.A. in Communications

Caltech | May 2018