

David Kim

Student Affairs Coordinator

Los Angeles, CA
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(310) 555-8899
LinkedIn | Portfolio

Education

M.S. in Higher Education
Administration
USC | 2016

B.A. in Communication
UCLA | 2014

Key Skills

- Event Planning
- Budget Management
- Student Engagement
- Marketing Materials

Student Affairs Coordinator with six years of experience planning campus programs, managing budgets, and fostering student engagement. Proven at executing events that build community and support student development.

Professional Experience

Coordinator

Student Affairs, USC Student Life, Los Angeles, CA | August 2018 - Present

- Organized 50+ campus events annually, increasing student participation by 20%.
- Managed a \$200K activities budget, reallocating funds to high-impact programs.

Program Assistant

UCLA Student Affairs, Los Angeles, CA | June 2016 - July 2018

- Assisted in planning orientation week, hosting 1,000+ attendees.
- Developed marketing materials that boosted event attendance by 15%.