

# David Kim

## Student Affairs Coordinator

Los Angeles, CA  
davidkim@example.com  
(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%.