**Chan Tai Man (陳大文)**

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**Personal Summary**

My career objectives are to engage in …….

**Work Experience**

**Head of Marketing @ ABC Company Limited Nov 2016 – Jul 2018**

- Oversee marketing and sales development

- Own and lead the company's marketing strategies

- Develop lead generation programs

**Director of Marketing @ CDE Company Limited Jul 2014 – Sep 2016**

- Owned the inbound marketing strategy   
- Owned the company’s blog  
- Planned, produced, and implemented the promotion of content

**Marketing Executive @ FGH Company Limited Jun 2010 – May 2014**

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**Education**

**Bachelor of Social Sciences @ University of Hong Kong Sep 2006 – May 2010**

**XYZ High School Sep 2000 – May 2016**

**Awards**

**ABC Awards Apr 2009**

**BCD Awards Mar 2008**

**Activities**

**Student's Helper @ Library of University of Hong Kong Oct 2009 – May 2010**

- Assisted in planning and organizing reading programmes

**President @ Student’s Union of University of Hong Kong Oct 2008 – May 2009**

- Took the lead in launching…

- Acted as student representatives...

**Skills**

Language: Cantonese (Native), English (Proficient), Mandarin (Fluent)  
Office skills: Microsoft Word, Excel, Powerpoint