

SHUJIA DUAN (RACHEL)

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EDUCATION

New York University, Shanghai	09.2021 – 05.2026 (Expected)
New York University, Berlin	Spring.2024
New York University (New York, NY)	Fall.2023
Bachelor of Science, Major in Interactive Media Arts, Minor in Philosophy GPA: 3.82/4.00	
- NYU Shanghai 2022, 2023 Recognition Award & Scholarship - Dean's List for 2021-2022 & 2022-2023 & 2023-2024 - Relevant coursework:	
Communications Lab	Immersive Arts
User Experience Design	Augmenting the Gallery
	Creative Game Design and Development
	Motion Graphics Studio

INTERNSHIP/PROGRAM EXPERIENCE

Lab Assistant, NYU Shanghai Digital Heritage Lab, Shanghai, China	09.2025 – Present
- Assisted professors with research tasks in the lab, supporting literature review, data organization, and project coordination; - Is contributing to the reconstruction of a historical architecture AR project, which will be showcased as part of an exhibition at the campus new AI Center.	
Volunteer Team Member, PEER Yihengzhiyou Educational Program, Hunan, China	08.2024 – 01.2025
- Independently managed the PEER Space at a county-level high school for promotion of students' life education; - Designed and organized activities such as video production and game development to provide skill training to students; - Communicated regularly with students on their physical and mental well-being to help develop their own view on life.	
Learning Assistant for Communications Lab, NYU Shanghai Academic Affairs, Shanghai, China	02.2023 – 05.2023
- Assisted professors with preparing course materials, and supported the organization on delivery of class activities; - Conducted regular Q&A sessions for individual or group to help students develop their ideas and improve their assignments; - Organized two academic workshops, sharing effective learning strategies to help students enhance their academic and extracurricular skills.	
Assistant for Public Affairs Department, ByteDance, Beijing, China	06.2022 – 08.2022
- Collected and organized documents, converting key data into visualized summaries for internal use and external promotions; - Managed meeting logistics, including preparation, participant coordination, and documentation of meeting minutes; - Contributed to over ten project coordination, liaising with clients and relevant departments to gather requirements and ensure smooth project execution.	
Chief Designer & Graphic Artist, L'Oréal 2022 BRAND STORM, Shanghai, China	02.2022 – 04.2022
- Led the team in creating an automated makeup device concept that was recognized as the Technology Track of the competition; - Collaborated on refining the product design, producing concept sketches and 3D models; - Designed promotional materials and created an advertisement video, presenting at the competition and securing a Top 100 finish in the China region.	

EXTRACURRICULAR/ LEADERSHIP EXPERIENCE

Site Ambassador, NYU Berlin Student Life Department, Berlin, Germany	01.2024 – 05.2024
Served as the contact between students and faculty, conveying student feedback and supporting campus management.	
Orientation Ambassador, NYU Shanghai New Students Welcome Programs, Shanghai, China	07.2022 – 11.2022
Responsible for assisting freshmen with the campus life, including answering questions, organizing orientation events and facilitating their integration into the university.	
Diversity in Dialogue & Engagement, LEAD Program, NYU Shanghai, Shanghai, China	09.2021 – 05.2022
- Co-designed and organized the Colorful Intimate Relationship Dialogue event, conducting over 20 interviews, editing videos, writing scripts and facilitating the 2-hour session, which received positive feedback from faculty and students; - Serving as Allyship Ambassador during Ally Week, helped host activities promoting inclusion on campus and participated in diverse-topic dialogues with contribution to discussions on social class, LGBTQ+ issues, gender equality and more.	

SKILLS

Computational – Adobe Creative Suite, Figma, Arduino, Unity, HTML/CSS/Javascript, Microsoft Office Suite, Cubase
Artistic - Vocal music (15 years training, former member of Jinfan Choir), Piano (Certificate of Accomplishment of the Central Conservatory of Music: Level of Grade 9), Photography, Song Writing
Lingual - Mandarin (native), English (proficient), German (A2)