

JASMINE CHEN

Los Angeles, CA • jasminechen438@gmail.com • (562) 879-8899

Education

University of California, Los Angeles

B.S., Cognitive Science with Specialization in Computing

Los Angeles, CA

Graduated Jun 2021

Professional Experience

T2Love, Inc.

Website Administrator

Monterey Park, CA

Jun 2023 – Present

- Designed a Shopify-powered website, increasing sales by 35% through improved user experience
- Imported 250+ new products per year, updating PDPs via product photo uploads and SEO keyword usage
- Captured +500 high-quality flat-lay images annually, contributing to 50% increase in product visibility
- Built a cross-platform product migration tool in Python, achieving 75% reduction in processing time
- Enhanced email domain security and reduced phishing vulnerability through configuring DKIM, DMARC, and SPF records, improving trust and deliverability

HeyTutor

Tutor

Los Angeles, CA

Dec 2022 – Jun 2023

- Stimulated students' learning and visual cognition through spelling games and exercises
- Addressed individual learning challenges through tailored instruction and progress tracking
- Integrated digital learning tools and games to enhance student engagement and material retention

Spafax

Video Quality Control

Hollywood, CA

Aug 2022 - Oct 2022

- Performed linear review and technical evaluations of all incoming audiovisual files
- Provided detailed reports on file inconsistencies to ensure accuracy for media content distribution
- Verified compliance and integrity of 30+ media files daily, identifying anomalies and technical issues that could affect media performance and audience experience

Gracepoint Ministries

New Site Intern

Boston, MA

Jun 2021 - May 2022

- Produced 15 video projects under deadline with Adobe Premiere and DaVinci Resolve that were premiered at events of 300+ viewers each, utilizing best-practices for videography, producing, and archiving
- Managed and balanced limited human resources during media production and content creation
- Researched demographics of target populations, which influenced executive decision-making and advertising at strategic locations in New York City, increasing our event attendance by 6%
- Scheduled and planned logistics for 60 events, 20 special talks, and 2 retreats on 10+ college campuses
- Collaborated with a team of 14 to start a chapter at Tufts University, averaging 15+ contacts per week

Certifications

CompTIA Security+

ISC2 Certified in Cybersecurity (CC)

Nov 2024

Oct 2023

Skills

Design & Media: CaptureOne, DaVinci Resolve, Adobe Premiere Pro, Canva, Iconik

Programming: Python, R, C++, Javascript, HTML5, CSS, SQLite3, Visual Studio, GitHub

Ecommerce: Shopify, Brandboom, BigCommerce, TikTok Shop, Pinterest