

- EDUCATION**
- 2015 Master of Fine Arts, Jewelry + Metalsmithing,
RHODE ISLAND SCHOOL OF DESIGN [RISD],
Providence, RI
- 2013 Bachelor of Fine Arts, Jewelry/ Metal Arts,
CALIFORNIA COLLEGE OF ARTS [CCA],
Oakland, CA With honor: *High Distinction*

LANGUAGES

NATIVE: ENGLISH MANDARIN
FLUENT: CANTONESE

PROFESSIONAL EXPERIENCES

Operations Professional, Tiffany & Co.,
San Francisco Flagship Store, CA 2016- Present

Supporting all sales endeavor with strong communication skills (Native in English and Mandarin. Fluent in Cantonese) Generated and monitored daily inbound and outbound transfers of high-value jewelry and Patek Philippe. Worked collaboratively in the Operations Team to ensure accurate store inventory, supplies, and terminal analysis.

Playing a key role in timely and effective solutions for customer service and department issues while providing the Tiffany Experience of excellence in service. Aligns personal goals with company directive such as driving customer service scores up by providing exceptional customer service and providing solutions toward increasing customer survey response rates.

Maximizing in the utilization of the company's digital applications (Atlas, OnDemand, Cornell Mayo-Back Office, POS, Compass, Global Engage) as well as Microsoft Office Suite (Excel, Outlook, Word, PowerPoint) to assist the Sales Professionals and Management team in profitability and enhancing the clients' experience.

Artist, Wei Lah Poh,
Global, 2008- Present

HIGHER EDUCATION TEACHING EXPERIENCE:

Lecturer, Jewelry 1, Jewelry/ Metal Arts Program,
CCA, Oakland, CA, 2016- Present

Developing syllabus for learning material and syllabus for course and devising relevant practical projects. Delivering lectures to groups of students and using advanced teaching techniques to inspire and motivate them for higher-level qualifications. Actively involved in program's activities and events such as, the Yuma Symposium in Arizona and recruiting new potential students through promoting the program.

Co-Instructor, Intro to Jewelry, Jewelry + Metalsmithing,
RISD, Providence, RI, 2013- 14

Gallery Assistant + Bench Jeweler, Shibumi Gallery + Studio,
Berkeley, CA, 07/ 2015- 01/ 2016

Executive Assistant to Director, Poker Co.,
Hong Kong, 2003- 2013

Client Services:

Create positive hospitality for artists, members, vendors and visitors. One-on-one consultations with clients on design ideas, from 2D drawing to fabrication to final product. Manages event visitors and enforce gallery policies on behavior and conduct as necessary; Regulate and preparing for opening reception. Actively promoting social events through social media.

Arts Administration and Business Development:

Perform administrative tasks in support of business regulation. Process sales [process artists' monthly payments, facilitating patron information] Maintaining gallery and studio inventories. Mentoring new hires. Writing daily/ weekly recap reports. Maintains office operations. Negotiated contracts with suppliers and while ensuring the continuation and enhancements of services. Monthly business travel overseas: Europe.

Studio:

Oversees design and creation of production and one-of-a-kind jewelry. Maintaining a high level of craftsmanship. Coordinating with the lead goldsmith to meet tight deadlines

FELLOWSHIPS + AWARDS

Distinguished Artist, Art Ascent

2nd place winner: Topyoung Artist [juried, international], Ubi Gallery, Beijing, P.R. China, 2015

Rhode Island School of Design Graduate Fellowship, 2013- 2015

MFA THESIS EXHIBITION*Handle*, Rhode Island Convention Center, RISD, Providence, RI, 2015**COLLABORATIVE EXHIBITION***Fucking Rabbits*, with Natalia Cellini, College Avenue Galleries, CCA, Oakland, CA, 2012**PUBLIC INSTALLATION***Planting the Seed*, with Natalia Cellini, People's Grocery Garden, West Oakland, CA, 2012**GROUP EXHIBITION**

2017: Duality of Presence, Munich Jewelry Week, Munich, Germany

2016: *Crush III*, Zoom Milwaukee Symposium, Milwaukee, Wisconsin

Transformation: 25 Years of Asian American Women Artists, Harrington Gallery, Firehouse Arts Center

Northern California Enamels in conjunction with Little Dreams at the Crocker Museum at Lirelle: Gallery of Contemporary Jewelry and Art, Oakland, CA

2015: FIVE [invitational], Turtle & Hare, Oakland, CA

All That Glitters [invitational], Petaluma Arts Center, Petaluma, CA

Ubi Topyoung Artist 2015 [juried, international], Ubi Gallery, Beijing, P. R. China

PlagueSpace [invitational], Floating Gallery No. 2, New York, NY

So Fresh + So Clean [juried]: 2nd Annual Ethical Metalsmiths International Student Exhibition and Emerging Artist Award

2014: Mettle [MFA, biennial exhibition], Sol Koffler Gallery, RISD, Providence, RI

Metamorphosis: the transformation of everyday objects [invitational], San Francisco Museum of Craft and Design [SFMCD], San Francisco, CA

2013: *Stasis: the notion of standing still*, South Gallery, CCA, Oakland, CA, 2013

Shifting the Body [juried], Asian American Women Artist Association, Pacifica, CA

Elements & Alloys, College Avenue Galleries, CCA, Oakland, CA

2012: Cu|29 [juried], Mesa Contemporary Arts Museum, Mesa, AZ

Not So Heavy Metal [juried], Mission College, Santa Clara, CA

BIBLIOGRAPHIES*Narrative Jewelry*, Mark Fenn, 2017*Shifting Sites*: Exhibition in Print, Society of North American Goldsmiths, 2016*Wanderlust*: Autor | Contemporary Jewelry Magazine #3

Featured Member, Metals Art Guild, April, 2016

Art Ascent Art & Literature Journal, Feature: *Heat*, 2016

Ubi Topyoung Artist of 2015 [catalog], Ubi Gallery, Beijing, China, 2015

So Fresh + So Clean, Second Annual Ethical Metalsmiths International Student Exhibition

We Begin When We Finish When We Begin, RISD Graduate Studies Journal, 2015Lapidary Journal Jewelry Artist: *Photographing Gems and Jewelry with Azur Mele McHugh*, 07/ 2015John, Clare, *Resin Jewellery* [book], Three Gables Publishing, 2014July Issue: *Art Guild of Pacifica's Dirty Palette* [journal], 2013

Cu|29 [catalog], Cu|29 Exhibition, Mesa Contemporary Arts, Mesa, AZ, 2012

Kalman, Lauren, *Spectacular Ongoing*: <http://www.laurenkalman.com/lauren/Spectacular.html>, 2011Oye, Emiko, *Craft Forward - Kick Off!*: <http://www.crafthaus.ning.com>, 2011**COLLECTION**

RISD Museum: RISD Works

AFFILIATIONS + MEMBER

Ethical Metalsmiths 2014-

Metals Art Guild 2008-

Society of the North American Goldsmiths, 2009-