

# Dorian King

San Mateo, CA | (650)-787-0494 | dorianking@berkeley.edu | linkedin.com/in/dorianking/

---

## EDUCATION

### University of California, Berkeley

*B.A Sociology, GPA: 3.5*

- Student government, Cal Ballroom

**Berkeley, CA**

*Graduation Date: May 2021*

---

## WORK EXPERIENCE

### The Lawrence Hall of Science

*Student Clerk*

**Berkeley, CA**

*October 2019 - March 2020*

- Engaged with management in projects including inputting and analyzing data of movie and planetarium show sales
- Provided customer service, sold memberships, packaged institute's wholesale product, and facilitated school field trips
- Successfully increased the conversion rate of visitors to members to the highest record in the last 5 years

### GEICO Local Office

*Office Manager and Licensed Sales Agent*

**San Mateo, CA**

*September 2016 - October 2019*

- Sold insurance policies with integrity and forwardness to set up individuals securely for the future
- Generated sales reports on Salesforce and Microsoft Excel to analyze employee sales and calls
- Collaborated with Senior Management to identifying the strengths and opportunities for the business and team

### Larsen Associates

*Public Relations Intern*

**San Francisco, CA**

*June 2019 - August 2019*

- Coordinated and prepared journalist outreach for interviews with talent and management
  - Wrote press releases for indie films *Puzzle*, *Three Identical Strangers*, and *The Wife*
  - Publicity staff: San Francisco Silent Film Festival, Frameline Film Festival, and San Francisco Jewish Film Festival
- 

## LEADERSHIP EXPERIENCE

### Associated Students of the University of California,

*Communication and Community Development Associate, Office of the President*

**Berkeley, CA**

*August 2019 - May 2021*

- Managed an \$80k multicultural fund to provide campus with events hosted by culture-based campus organizations
- Networked with the 1,200 student organizations to provide assistance in creating an inclusive student life environment
- Advised students and faculty during weekly meetings on how to address Berkeley's community needs on and off-campus

### ASUC Elections

*Campaign Logistics Manager*

**Berkeley, CA**

*February 2020 - April 2020*

- Organized fundraisers, created events, and maintained expenses to ensure a candidate's successful campaign
  - Coordinated with student organizations to spread inclusivity and sustainability within the campus
  - Ran marketing and public relations on social media to appeal to students outside the candidate's target demographic
  - Actively sought and identified locations for campaign events to conduct further outreach to student voters
- 

## TECHNICAL SKILLS

Microsoft Office, Quickbooks, Salesforce, Google Office Applications, R Programming Language, Adobe Photoshop, and a basic understanding of Spanish and American Sign Language