



**Scarlett Hao**

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### About Scarlett Hao

Scarlett Hao, the Administration Manager of Chang Tsi & Partners, is in charge of the comprehensive management of general administration, media promotion and notarization in the firm.

Before joining Chang Tsi & Partners, Scarlett worked for Beijing Yanjing Brewery Co., Ltd. for twelve years, whose main work there included production data statistics and performance appraisal, certification and maintenance of various management systems, preparation and publicity of the company's honors and awards. She was also awarded "Outstanding Employees", "Excellent Management Staff" and other honorary titles by her former employer. The materials prepared and drafted by Scarlett have helped Beijing Yanjing Brewery Co., Ltd. to win the first prize of Beijing Municipal Enterprise Management Innovation Achievements for consecutive years, as well as many other awards at the national and governmental levels.

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### Job Description

Administration Management, Media Promotion, Notarization, etc.

### Education

- Master of Science in Management Science and Engineering (Strategic Management) , Beijing University of Technology (2006)
- Bachelor of Management in Business Administration (Marketing Management) , Inner Mongolia University of Technology (2002)

### Years with Administrative Matters

- 2006 until now

### Professional Experiences

- Administration Manager, Chang Tsi & Partners (2018-)
- Deputy Director of Enterprise Management Office, Beijing Yanjing Brewery Co., Ltd. (2006-2018)

## Languages

- Chinese
- English

