



# MIKA OHATA

## ABOUT

An aspiring creative passionate about fashion, photography, and travel.

## WORK EXPERIENCE

### TRAVEL CONCIERGE

Tabiko | Sep 2018 - Present | Tokyo, JP

- Advise foreigners traveling to Japan on travel itineraries, plans, reservations, etc.
- Build customer relationships with users to assist in user needs
- Execute Local Concierge Program for people from all over the globe to spread their concierge services to tabiko users
- Create social media, website, promotional text copy write

### E-COMMERCE OPERATIONS ASSOCIATE

Soko | Sep 2017 - Sep 2018 | Los Angeles, CA

- Managed customer inquiries within 48 hours about Soko's products, business, and services through Zendesk platform
- Created monthly reports regarding customer returns and complaints
- Coordinated with appropriate departments and facilities to resolve inventory issues and shipping discrepancies
- Managed efficiency and inventory levels of outside distribution center

### MARKETING AND PR INTERN

Ethologie by Jasper Garvida | Aug 2016 - Dec 2016 | London, UK

- Organized sponsorship and PR meetings for London Fashion Week
- Arranged team schedule by conducting interviews, meeting with sponsors, and attending client meetings
- Collaborated with Ethologie departments to secure sponsorship deals from various London brands

### LITIGATION SECTION SUMMER INTERN

Kobayashi, Sugita, and Goda LLC | May 2016 - Aug 2016 | Honolulu, HI

- Participated in office seminars held by partners and associates to learn more about law practices
- Assisted in projects working with Honolulu Ho'ohiki database
- Reviewed and drafted trust letters for clients

### CO-OWNER

City Love | Jan 2012 - Dec 2014 | Honolulu, HI

- Established clothing line specializing in vintage and restyled clothes
- Coordinated and executed a business plan
- Sold products to over 100 people per event, and brought in over \$900 of revenue per year

## PROFESSIONAL EXPERIENCE

### THE RISE PROJECT CO-FOUNDER

M-School Institute of Marketing | Aug 2017 - Dec 2017 | Los Angeles, CA

### DIRECTOR OF MARKETING AND HISTORIAN

Alpha Kappa Psi Psi Epsilon Chapter | Aug 2015 - May 2016 | Los Angeles, CA

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## EDUCATION

Loyola Marymount University, Bachelor  
of Business Administration in  
Marketing  
May 2018 | 3.72 GPA | Los Angeles, CA

Foundation for International Education  
Fall 2016 | London, UK

## KEY ASSETS

- Adaptability to work in new environments
- Collaborative spirit
- Extensive knowledge about film and digital photography
- Global understanding of markets
- Entrepreneurial spirit

## SKILLS

- Basic to intermediate proficiency in Adobe Photoshop CC, Adobe Lightroom, Adobe Illustrator, Adobe InDesign, Final Cut Pro
- Proficiency in Microsoft Office
- Casual and Intermediate Business Proficiency in Japanese

## SOCIAL

 <https://www.linkedin.com/in/mika-ohata-731773b6/>

 [www.mikaohata.com](http://www.mikaohata.com)