CHARLENE SUN

ART · EXHIBITIONS · PUBLIC ENGAGEMENT

Edinburgh, UK
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Eligible to work in the UK

PROFILE

RIBA Part 1 architecture graduate and practising visual artist working across spatial design, exhibition, drawing and visual communication. Experience spans architectural practice, contemporary art, public-facing environments and independent creative work, with a particular interest in how people experience, interpret and move through space.

EXPERIENCE

ARCHITECTURAL ASSISTANT · PART-TIME
CSCEC AECOM Consultants
China
Sep 2022–Jul 2025

Contributed to architectural and interior projects within multidisciplinary teams, including CAD revisions, detailed drawings, site visits and project documentation. Worked with accessibility, circulation and fire-escape considerations in public environments, and communicated project updates with international clients.

FRONT OF HOUSE PART-TIME
STACK Dim Sum Bar
Edinburgh, UK
Sep 2023–Oct 2025

Regularly led front-of-house shifts in a busy public-facing environment, coordinating a small team, service, stock and cash reconciliation.
Maintained an accessible and safe environment while responding to changing visitor and operational needs.

EXHIBITION & CURATORIAL EXPERIENCE
ART021 Contemporary Art Fair
Shanghai, China
Oct–Nov 2019

Catalogued and maintained records across 100+ participating galleries, supporting the organisation of exhibition themes, sections and archival material.
Contributed to exhibition setup and artwork presentation, making practical and visual decisions around spatial organisation and display.
Coordinated information with participating galleries throughout exhibition preparation and delivery.

ARCHITECTURE OPEN STUDIO
University of Edinburgh
2021–2025

Contributed annually to the planning, setup and delivery of Architecture Open Studio exhibitions. Made spatial and presentation decisions around drawings, physical models, visitor circulation, lighting and moving-image/AV arrangements, while engaging with visitors during exhibitions.

MARKETING & CLIENT CONSULTANT
VO Art Communication Co., Ltd.
Nanjing & Hong Kong
Aug 2020–Dec 2021

Developed accessible art and design content for digital audiences, growing the company's REDNOTE account to 12,000 followers within its first month. Communicated specialist creative programmes through tailored content and one-to-one consultation.

ARTISTIC PRACTICE
Edinburgh
Sep 2025–Present

Independent visual art practice in Edinburgh spanning painting, drawing and moving image, exploring architecture, landscape, atmosphere and everyday places through different forms of observation and image-making.

EDUCATION

UNIVERSITY OF EDINBURGH

BA Architecture · Merit · 2021–2025

SOUTHEAST UNIVERSITY

Information Science & Engineering · GPA 3.83/4.0 · 2017–2021

LANGUAGES

Mandarin - Native · English - Near-native · Cantonese - Fluent · Italian - Basic

SKILLS

EXHIBITION & OPERATIONS
Exhibition setup · spatial planning · visitor experience · front-of-house operations · team coordination

DIGITAL & CREATIVE
Adobe Creative Suite · Microsoft Office · SketchUp · AutoCAD · Rhino · HTML · Python · C++ · web development

COMMUNICATION
Public engagement · client communication · cross-cultural communication · collaborative working