



# WONG JIN YI

## FRESH GRADUATE BUSINESS ANALYTICS

- +6012-918 5583
- jinyi.wong@yahoo.com
- www.linkedin.com/in/wongjinyi0531

 [My Personal Website](#)

### PROFILE

A studious individual with a Bachelor's degree in Business Analytics, seeking employment as a Fresh Graduate Business Analyst. Have a strong proficiency in Business Intelligence and cultivated a deep interest in financial and investment-related fields. Open to applying my skills and expertise to contribute meaningfully to the organization.

### RELEVANT SKILLS

- Python • Power BI • Sage x3 | ERP System • Weka • Rapid Miner • R Studio • Tableau • Excel / Google Sheets • VBA • HTML & CSS
- Teamwork • Communication Skills • Adaptable • Problem Solving • Fast Learner • Creativity • Analytical Skills

### LANGUAGE

- English • Chinese • Malay • Cantonese

### EDUCATION

- Bachelor of Business Analytics (Hons)** ..... 2022 - 2024  
Sunway University  
• CGPA 3.69
- Foundation in Arts (FIA)** ..... 2021 - 2022  
Sunway University  
• CGPA 3.57

### AWARDS & CERTIFICATIONS

- Capstone Project 1st Runner Up** ..... 2024
  - Learned the Advanced Power BI + DAX Calculation to provide a more interactive and dynamic financial dashboard with the link to transactional details
  - Assisted the company (MECAS) in solving their excel-based financial report development issues to the use of Business Intelligence tool
  - Developed strong collaboration team
- Google Workspace Hackathon** ..... 2024
  - Collaborated with a team of 4, ensure smooth teamwork by maintaining open communication and leveraging each member's strengths to develop a unique software solution.
  - Discussed and analyzed various challenges faced by small businesses to ensure our solution addressed real-world problems.
  - Developed a user-friendly software in the finance domain, automating receipt collection and updating financial systems, which significantly reduced manual workload.
  - Worked cohesively as a team, facilitating smooth project execution and ensuring alignment on goals, deadlines, and responsibilities.
- Microsoft Excel Mastery Workshop** ..... 2024
  - Learned how to fully utilize Excel efficiently, mastering functions such as advanced formulas, pivot tables, and data visualization tools.
  - Gained hands-on experience with Excel features like VLOOKUP, conditional formatting, and macros to streamline processes and improve productivity.
- SBIS Annual Event Seal The Deal** ..... 2022
  - Gained hands-on experience through competition using trial money to invest in real-time market scenarios
  - Developed practical skills in managing a virtual portfolio, analyzing stock trends, and making informed decisions under different market conditions.
- Jeffrey Cheah Ace Scholarship** ..... 2022 - 2024

### WORK EXPERIENCE

- Brand Ambassador (Skin Care & Cosmestic Product)** ..... Jan 2024 - Mar2024  
Maybelline, Loreal, La Roche Posay
  - Communicated with diverse customers to understand their skincare needs and preferences, building strong interpersonal communication and rapport-building skills.
  - Resolved customer queries and concerns by providing tailored product recommendations and solutions, enhancing problem-solving abilities and customer satisfaction.
- Cafe Barista & Service Crew** ..... Feb 2021 - July 2021  
Project Happiness
  - Engaged with customers directly, gathering feedback on new drinks to continuously improve offerings
  - Provided ideas for unique drink recipes, experimenting with flavors, ingredients, and presentation to attract new and returning customers.
- Event Crew** ..... Dec 2019  
Big Bad Wolf | Book Fair
  - Adapted quickly to new environments, working alongside a large team of colleagues in fast-paced event settings.
  - Cooperated with a large team to set up, manage, and close the event efficiently, demonstrating strong teamwork and adaptability in a dynamic environment.