Anita Tseng
System Analyst

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EXPERIENCE

INVESTMENT DATABASE SYSTEM DEVELOPMENT

Project Assistant – Project Manager
Oct 2024 – Apr 2025

Led requirements analysis and system design; developed a unified database platform; designed performance and budget module logic; enabled centralized data management, improving decision-making efficiency and operational transparency.

ERP System Implementation Project

Project Assistant – Project Manager
Jul 2024 – Jul 2025

Designed key workflows (inventory, purchasing, payments) promoted standardization and automation, improved data accuracy and operational efficiency.

Traditional Skills Competition Information System

Project Manager
Jan 2025 – May 20

Oversaw system development and requirements analysis, led feature testing and data validation; implemented online registration and automated result management, significantly improving event management efficiency and data reliability.

SKILLS

- System Requirements Analysis
- Feature Design
- Software Testing
- UAT
- Cross-functional
- Communication
- Scrum Project Management

TOOLS

- Miro
- Notion
- Figma
- HTML / CSS

SOFT SKILLS

- Problem Solving
- Fast Learning
- Logical Thinking
- Attention to Detail
- Team Collaboration

LANGUAGE

- Chinese (Mandarin) - Native
- English - Conversational

LEARNING

- German
- SQL
- HTML / CSS