

Yi Zhang

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EDUCATION

Northeastern University

Master of Science in Information Systems

Expected Graduation: May 2027

San Jose, CA

Shanghai Sanda University

Bachelor of Hospitality Management

Sep 2015 - Jul 2019

Shanghai, China

SKILLS

Data Analysis & Databases: Advanced Excel (VBA, complex formulas, data validation, dynamic dashboards, Pivot Tables), SQL (MySQL), database management, Power BI

Programming: Python, Java

Design & Modeling: User Experience Design (UED), Figma, Protopie, Lucidchart, UML

Languages: Fluent in written and spoken Chinese, Basic proficiency in Spanish

EXPERIENCE

Data Analyst

May 2022 - Feb 2024

Sanofi Investment Co., Ltd.

Shanghai, China

- Managed a **\$1** million annual financial budget, preventing a potential **30%** budget recapture by performing data analysis and visualizing budget performance using dynamic pivot chart dashboards.
- Developed and maintained a real-time drug usage tracking system for hospitals, generating market insights.
- Collaborated with the regional director to analyze data and identify key customer opportunities during visits.
- Initiated training programs to enhance the team's data literacy, empowering data-driven decision-making.

Business Operations Specialist

Jul 2020 - May 2022

Pfizer Investment Co., Ltd.

Shanghai, China

- Managed cross-hospital, tripartite, and enterprise fund meetings for Pfizer China's emergency medicine and rare disease product lines, with budgets ranging from **\$5,000** to **\$850,000**. Processed **1,075+** meeting applications by November 2021.
- Leveraged pivot tables to analyze key trends in China's travel and meeting expense data (frequency, cost, regional distribution), informing potential cost optimization strategies.
- Conducted training sessions for over **200** employees on streamlined meeting application processes and optimized meeting rules, resulting in a **20%** reduction in processing time and a **5%** increase in application approval rate.
- Coordinated and supported projects and offline execution work, such as the China International Import Expo, Pfizer POA, and other large-scale projects.

Intern, Merchandise Trainee

Aug 2018 - Jan 2019

Walt Disney World Resort

Orlando, FL

- Took ownership of display maintenance and inventory control, ensuring a visually appealing and well-stocked shopping environment that enhanced product visibility and maximized sales opportunities.
 - Proactively engaged with guests, providing personalized recommendations and customized services to enrich their shopping experience and foster brand loyalty.
 - Collaborated with the team to achieve store sales goals and contributed to the overall success of the Walt Disney World Resort merchandise division.
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HONORS & CERTIFICATIONS

- National Scholarship Special Award, Shanghai Sanda University
- Mentorship Program Certificate of Completion, Project Management Institute, CA

Jan 2019

Mar 2025