

# Yi Zhang

[LINKEDIN](#), [PORTFOLIO](#), (408) 569-2741, [yizhang.zoe5@gmail.com](mailto:yizhang.zoe5@gmail.com)

---

## EDUCATION

**Northeastern University**

*Master of Science in Information Systems*

**Shanghai Sanda University**

*Bachelor of Hospitality Management*

**Expected Graduation: May 2027**

San Jose, CA

**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 & Development:** Python, Java, HTML, CSS, Streamlit

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

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

---

## EXPERIENCE

**Data Analysis Coordinator**

**Sanofi Investment Co., Ltd.**

**May 2022 - Feb 2024**

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**

**Pfizer Investment Co., Ltd.**

**Jul 2020 - May 2022**

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**

**Walt Disney World Resort**

**Aug 2018 - Jan 2019**

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.
- 

## HONORS & CERTIFICATIONS

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

**Jan 2019**

**Mar 2025**