

HELENA CHI

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Programing: GitHub, Python, R, SQL, Stata
Advanced Excel: Macros/VBA/Pivot Tables
Data Visualization: GIS, Google Earth, Power BI, Tableau

Microsoft Office: Outlook, SharePoint, OneDrive, MS Teams
Language: Chinese (Native), English (IELTS 7.5, Fluent), Spanish (DELE B2), Korean & Cantonese (Entry level)

WORK EXPERIENCE

- Project Manager Assistant | **San Diego City Government** | San Diego, CA December 2023 – June 2024
- Leveraging GIS for comprehensive analysis of recreation centers and public libraries, integrating data layers for Municipal GIS tool to support the energy department on electrification of public buildings and community resilience initiatives.
 - Establishing a database using SANDAG demographic data to pinpoint 75+ CBOs; streamlined data sharing with the mobility team, leading to optimal placement of electric vehicle charging points and tripling community engagement metrics.
 - Vigilantly pursuing grant opportunities to secure funding for California Energy Commission building electrification projects.
- Project Manager Assistant | **California Energy Commission** | San Diego, CA June 2023 – September 2023
- Organized a pivot workshop for the EV Infrastructure Tracker Project, garnering feedback from 10+ stakeholders (<https://www.energy.ca.gov/event/workshop/2023-07/electric-vehicle-infrastructure-project-tracker-workshop>); garnering feedback of 10+ stakeholder surveys and integrating into requests for proposals.
 - Spearheaded 100% of product and service road mapping, ensuring alignment with data teams and utility stakeholders, culminating in the approval of the final product data list by the project manager and integrating into data frame of the project action plan.
 - Authored impactful reports on "Charging Infrastructure Reliability for Light-Duty EVs in China" and EV charging standards, enhance the likelihood of committee's decision-making regarding charging reliability and unified standards.
- Market Analyst | **Center for Community Energy** | San Diego, CA December 2022 – May 2023
- Designed interview guides and collected data from 20+ electric vehicle firms through code call, emails and focus group; Created a financial model for Vehicle-to-Grid (V2G) with ROI assessment and delivered data visualizations for the V2G project.
 - Contributed to memos and reports on carport finance analysis, presented model's function to internal staff, enhancing value for the distributed energy resources program, and increasing possibility of grants applications for Center for Community Energy.
 - Led a 5-members team with weekly meetings, receiving guidance for technical knowledge from senior team members, and improved research pipeline management, implementing an efficient paperless workflow by reducing 20% paperwork.
- Resource Strategy | **Xiaomi Technology Co., Ltd.** | Beijing, China June 2021 – August 2021
- Constructed database that kept track of 100+ key components (resistors, capacitors, and microchips) and developed digital dashboards for local markets inventories, enhancing data searching and empowering inventory management efficiency.
 - Conducted market analysis in India and Europe, generated a visualized presentation resulting in a streamlined supply chain initiative that improved inventory tracking, reduced production time by 5%, and minimized costs and shipping time.
- Digital Marketing | **Hangzhou Hikvision Technology Co., Ltd.** | Hangzhou, China June 2020 - August 2020
- Analyzed weekly statistical data to optimize digital advertising campaigns on Amazon, boosting exposure by 12%.
 - Managed reconciliation of 100+ product and tax receipts from European Amazon sites using Excel PivotTable with Macros, guaranteeing prompt resolution of stock discrepancies, and ensuring tax compliance.

EDUCATION

- Master of International Economics** | UC San Diego, School of Global Policy and Strategy September 2022 – June 2024
- Courses: Quantitative Methods I&II&III, International Economics, Pol Energy/Env regulations, Data Science Approaches
- Certificate of International Business Economics** | Universitat Pompeu Fabra September 2021 - June 2022
- Courses: Marketing Analysis, Entrepreneurship in the third sector, Public Policy & Economics, Europe Economics
- Bachelor of International Trade and Spanish** | Beijing Normal University September 2018 – June 2022
- Course: Mathematical Statistics, Linear Algebra, Econometrics, Intermediate Micro & Macro-economics, GIS series

RESEARCH & PROJECT EXPERIENCE

- Capstone | **Analysis of Tesla Supply Chain Environmental Impact** March 2024 – June 2024
- Gather data and monitor industry trends related to lithium and nickel supply chains for value growth and sustainability initiatives.
 - Engage with internal stakeholders to gather insights on environmental sustainability within the supply chain; Prepare reports and presentations to communicate key findings, opportunities, and recommendations effectively.
- Research Assistant | **Chinese Academy of International Trade and Economic Corporation** October 2021 - December 2021
- Compiled data from 200+ international trade enterprises in China to produce a qualitative report evaluating enterprise financial status and personnel, informing policy analysis, and identifying challenges in US-China trade compliance.