

Mu-Ting Huang

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EDUCATION

San Diego State University

Master of Science in Big Data Analytics

San Diego, CA

2020 – present

University of San Diego

Master of Business Administration, Concentration in Finance

San Diego, CA

2014

Feng Chia University

BBA in Business Administration

Taichung, Taiwan

2007

PROFESSIONAL EXPERIENCE

SDSU Climate Informatics Laboratory | *Data Analysis intern* – San Diego, CA 09/2020 - Present

- Query and update [4DVD](#) database.
- Assist in reviewing and writing Python code for the book entitled [Climate Mathematics: Theory and Applications](#), making users understand syntax usage efficiently.

SDSU Research Foundation – Chinese Cultural Center | *Budget and Admin Analyst* – San Diego, CA 10/2014 - Present

- Reduced 75% of time for preparing annual budget by using Excel VBA and spreadsheets.
- Develop and manage annual budget review process to provide timely and informative financial analysis and updates dashboard, saving reviewers approximately 50% of time for looking for KPIs.
- Slashed 10% of expenses by analyzing and preparing monthly department budgeting reports to maintain expenditure controls.
- Create and revise systems and procedures by reviewing operating practices, recordkeeping systems, forms control, and budgetary and personnel requirements.
- Develop, implement, and advise staff on internal administrative policies and procedures.

San Diego Social Venture Partners, Inc. | *Data & Research Analyst (intern)* – San Diego, CA 2/2014 - 5/2014

- Analyzed historical membership and survey data to determine segmentation, trends, and the effects of engagement on retention.
- Synthesized organizational information to conduct a SWOT analysis.
- Mapped strategies according to organizational strengths and non-profit community needs.
- Evaluated the operational viability of proposed strategies.

Nan Shan Life Insurance Company | *Transaction Settlement Specialist (Department of Investment)* - Taipei, Taiwan 10/2009-7/2012
The most profitable subsidiary company of AIG in Asia before separation

- Researched new financial instruments such as CMO/CCS by using Bloomberg, tested all system conditions (Portia), collaborated with IT colleagues to troubleshoot problems in Portia and testing simulations.
- Reformed internal controls design to match current operations in order to comply with internal audit team to implement monitor procedures, reducing expected work time by 40% per manpower.
- Performed all settlement operations and communicate with all inner/outer accounting departments and counterparties to ensure deals settled on time; 0 trades were delayed or defaulted since assuming the position.

TECHNICAL SKILLS

Advanced skills in Microsoft Excel	Bloomberg	MySQL	SAS Enterprise Guide
Python	R	Tableau	MongoDB
Machine learning	Database management	Power BI	AWS

CERTIFICATES

- CFA level 1 passed.
- UC San Diego extension Biostatistics certificate
- IBM Data Science certificate

PROJECT/COMMUNITY SERVICE EXPERIENCE

- The Asian Pacific Islander American Public Affairs Association (APAPA) Candidates Forum 11/2013 - Present
- Management Consulting Project
 - Designed and analyzed survey that identified data from sources managing the talent pipeline inside a company 2/2014-4/2014.
- JA BizTown volunteer- Donated time to assist pupils experience how businesses operate 3/2014
- Blessed Sacrament Parish School - Shared MBA experience and taught basic finance knowledge 5/2013