

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

GPA 3.3

San Diego, CA

2014

Feng Chia University

BBA in Business Administration

GPA 3.6

Taichung, Taiwan

2007

PROFESSIONAL EXPERIENCE

SDSU Climate Informatics Laboratory | *Data Analysis intern* – San Diego, CA

09/2020 - Present

- Query and update database
- Routinely communicate progress and escalate issues to management.
- Assist in reviewing and writing Python code for the book entitled [Climate Mathematics: Theory and Applications](#)

SDSU Research Foundation – Chinese Cultural Center | *Budget and Admin Analyst* – San Diego, CA

10/2014 - Present

- Prepare department budgets and expenses; responsible for budget proposal projects and SDSURF paperwork; in charge of office finance.
- Manage the monthly and quarterly budget review process to provide timely and informative financial analysis and updates.
- Analyze and prepares monthly department budgeting reports to maintain expenditure controls.
- Review operating budgets to analyze trends affecting budget needs.
- Create and revise systems and procedures by analyzing operating practices, recordkeeping systems, forms control, office layout, and budgetary and personnel requirements; implementing changes; maintaining office files and databases.
- Resolve administrative problems by coordinating preparation of reports, analyzing data, and identifying solutions.
- Uses of various software, such as Excel VBA macros databases, spreadsheets and word-processing, used in an integrated computer environment. Proven ability using spreadsheet and database software for financial analysis, fiscal management, and financial reports. Must be able to use Lookup functions to merge data from multiple large reports.

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*

- Research and Problem Solving
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
- Workflow Restoration
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
- Transaction Settlement
Responsible for all settlement operations, communication with all inner/outer accounting departments and counterparties to ensure deals settled on time; no 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