

Haiyan (Alice) Cheng

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EDUCATION

San Jose State University, Charles W. Davidson College of Engineering

Master of Science in Engineering Management (STEM) 3.8 / 4.0

Relevant Coursework: Operations Planning and Control, Financial Methods for Engineers, Adv Sys Engr

San Jose, CA
December 2019

The Ohio State University, Max M. Fisher College of Business

Bachelor of Science in Business Administration - Accounting 3.8 / 4.0

Dean's Promise Scholarship Recipient (1/100)

Teaching Assistant for CSE 2111--Modeling and Problem Solving with Spreadsheets and Databases

Columbus, OH
December 2016

CERTIFICATION AND SKILLS

Technical Skills- SQL, R, Python, Tableau, Microsoft Office (advanced Excel, Access, Word), QuickBooks

Lean Six Sigma Green Belt Certified

PROFESSIONAL EXPERIENCE

Jerry.ai

Business Analyst Intern

Palo Alto, CA
September 2018 – December 2018

- Improved the CRM platform by developing and using user stories
- Developed recommendation for product improvement by evaluating product performance and features
- Supported product positioning by collecting business data and measuring customers engagement
- Discovered business opportunities by creating data-driven models and analytical approaches

StarRiver Realty

Operations Manager

Sunnyvale, CA
January 2017- July 2018

- Managed construction projects valued up to \$18 million and reported to the Director of Construction
- Processed accounts payable and receivable, prepared cost analysis and monthly financial reports
- Collaborated with Architects and Engineers for permit acquisition and administered proposals, project scope, budget resources, scheduling, ensured CD's met code compliances and passed inspections
- Executed and maintained management processes and disciplines in the areas of scheduling and quality production, communication, cost and procurement management

Ohio Basement Authority

Staff Accountant

Columbus, OH
September 2016 – December 2016

- Prepared Payroll of 70+ employees across production team and administration team
- Ensured reporting system being updated to keep the management informed of budget, expenditure, and project status on a weekly basis

Ernst & Young Global Ltd.

Business Analyst Intern

Beijing, China
June 2015 – August 2015

- Conducted due diligence research, competitor analysis, and market & industry forecast for Mobile Payment Industry
- Developed the proposal for launching Mobile Payment business through building DCF, conducting assumption model to project the profit margin, and evaluating regulatory environment and compliance risk

PROJECTS

Financial Analysis for Nvidia

2018

- Analyzed financial reports and calculated the financial ratios for Nvidia and its competitors: Intel, AMD and QCOM to develop insightful cost model and variance analyses for Nvidia
- Identified new business initiatives, forecasted future cash flows and selected best to maximize segmented revenue

Production Process Improvement at Vikings Division, A Nutritional Products Company

2018

- Analyzed the historical data and provided Sales Forecasts for the next quarter
- Developed a production plan (Material Requirement Planning and Master Production Scheduling) and performed a Capacity Planning to determine the resource needed to meet the forecasted demand
- Created a scheduling methodology that minimize the cycle time by using ProModel

Process Improvement Project on Cleanliness Process at Sports Club-San Jose State University

2018

- Led the team of four to analyze the cleanliness problem at the gym through Six Sigma DMAIC methodology
- Streamlined staff cleaning process, defined KPIs, conducted SIPOC, Value Stream Mapping, Process Flow Chart and Root Cause Analysis to determine the roadmap of the project
- Optimized staff working schedule, designed and implemented Proactive Maintenance Program, installed additional cleaning stations, posted Wipe In & Out motivation stickers, resulting 36% increase in the number of times an equipment was cleaned