

# ALICE ZHANG

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## EDUCATION

<b>Lehigh University</b> , Bethlehem, PA	Expected Graduation May 2026
BS in Business and Economics, Dean's List	GPA: 3.73/4.0
Double Major in Finance and Business Analytics, Minor in Probability & Statistics	
<b>Ridgewood High School</b> , Ridgewood, NJ	June 2022
Presidential Award, National Honor Society	GPA: 4.21/4.0
<b>Columbia University's Pre-College Program</b> , New York, NY	Summer 2021
Big Data, Machine Learning, and their Real World Applications	

## WORK EXPERIENCE

<b>Saint-Gobain Abrasives, Inc.</b> , Remote	September 2024 – December 2024
Senior Capstone Student Mentor	
<ul style="list-style-type: none"><li>Working with Lehigh's Enterprise Systems Center to develop the actual capacity of Saint-Gobain's equipment by SKU, justify the purchase of more automated equipment, and identify potential efficiency improvements to boost capacity</li></ul>	
<b>CAPTRUST</b> , Remote	May 2024 – August 2024
Senior Capstone Student Mentor	
<ul style="list-style-type: none"><li>Worked with Lehigh's Enterprise Systems Center to identify and quantify the key sources and frequency of data quality issues, broadly construed</li><li>Defined appropriate data processes to detect and predict issues earlier to be more proactive versus reactive, and reduce the impact on staff and especially on customers</li><li>Created a pivot table analysis based on survey results of employees' scores in data literacy, confidence with BI, data health, and data movement</li></ul>	
<b>Avalerian</b> , Remote	August 2023 – December 2023
Private Equity Analyst	
<ul style="list-style-type: none"><li>Screened 200 companies and wrote 20 customized emails per week for company to pursue investment opportunities</li><li>Participated in the deal team's weekly presentations on evaluations and monitored performance of in progress B2B SaaS companies</li></ul>	
<b>Salesera</b> , Remote	July 2023 – September 2023
Social Media Marketing Intern	
<ul style="list-style-type: none"><li>Created 2 to 3 pieces of content daily (Instagram reels, slides, content briefs, single posts) through Canva, Adobe, and VEED</li><li>Researched various topics on technology, AI, marketing tactics, and business growth</li></ul>	
<b>AlphaNotes</b> , New York, NY	June – August 2022
Marketing and Operations Intern	
<ul style="list-style-type: none"><li>Cooperated with team in Salesforce and collaborated with b12 and others on launching a new website and landing page</li><li>Created company overview presentations, due diligence documents, and website pages in Figma</li></ul>	

## LEADERSHIP AND CLUBS

<b>Asian Business Community</b> , <i>President</i>	January 2023 – Present
<b>Scholars of Finance</b> , <i>Member</i>	February 2024 – Present
<b>Student Senate</b> , <i>On Campus Constituency, Club Affairs Committee</i>	February 2024 – Present
<b>Office of First Year Experience</b> , <i>Prelusion Leader, Orientation Leader</i>	February 2023 – Present
<b>JM Entertainment</b> , <b>Polynesian Student Alliance Dance Team</b>	September 2023 – Present

## ADDITIONAL INFORMATION

**Computer Skills:** Office (Word, Excel, PP, Access), iMovie, WeVideo, ClipStudio, RStudio, Python, SQL, Tableau

**Language Skills:** Mandarin

**Interests:** Oil painting, Flute/Piccolo, Dance, Digital Design, Fitness