

Arthur Zhang

Mobile: 0490869967 | Email: Arthur.zhang8@outlook.com | Atar: 97.85 | WAM: 75.17%
LinkedIn: www.linkedin.com/in/arthur-zhang8 | Portfolio Website: <https://artzha8.github.io>

Professional Summary

Highly motivated actuarial student with strong foundations in quantitative analysis, problem-solving and structured thinking. Experienced in process optimisation in the general insurance industry and eager to contribute analytical skills and extensive knowledge.

Professional Experience

1/2026 – Present Transport Accident Commission – Intern

Exposure to government insurance operations with a focus on process improvement and optimisation and financial analysis.

Key Responsibilities

- Documented and mapped operational processes using Miro across multiple TAC claims units
- Analysed existing government claims procedures and identified inefficiencies
- Prepared project budgeting, forecasting and financial reporting in Excel
- Integrated financial reports into data dashboards via Power BI

Achievements

- Prepared report detailing processes, process maps, inefficiencies and optimisation suggestions for Guided Recovery Health Five team (Mental Injury Only claims)
- Supported workflow redesign to enhance operational efficiency and clarity

8/2025 – 11/2025 Bloink Chartered Accountant – Intern

Supported small business clients through financial reporting and accounting processes

Key Responsibilities

- Prepared monthly financial statements and bank reconciliations
- Managed invoice processing and transaction recording in QuickBooks
- Processed weekly payroll and client account management
- Identified and resolved account payable invoice discrepancies with suppliers and internal stakeholders

Achievements

- Improved accuracy and timeliness of financial reconciliations
- Strengthened practical application of accounting principles in a client-facing environment

Work Experience

6/2025 – Present Geelong Lawn Tennis Club – Tennis Coach

Deliver quality individualised and group coaching sessions for a variety of stakeholders

Key Responsibilities

- Conduct technical coaching sessions across junior and adult levels
- Provide structured performance feedback
- Assist with timetabling and development of automated methods to track credits

Achievements

- Developed strong communication and leadership skills
- Contributed to operational improvements within club administration and management

1/2021 – Present Chen Chen’s Asian Food – Floor Manager
Managed front-of-house operations in a high-volume hospitality environment.

Key Responsibilities

- Provide friendly and efficient customer service (both in person and via phone)
 - Acted as a bilingual liaison, ensuring accurate and timely communication between kitchen operations, front-of-house staff and customers
 - Oversee new staff training and development, ensuring satisfactory operating standards

Achievements

- Maintained efficient service standards in fast-paced environment

Education

2/2024 – Present **The University of Melbourne**
Bachelor of Commerce | Actuarial Studies / Master of Engineering

2/2018 - 12/2023	The Geelong College	
	2023 VCE High Achiever	Academic Full Colours
	General Academic Excellence Prize (2021)	English 3/4 Merit
	Firsts Tennis Team (2021,2022,2023)	Firsts Tennis Full Colours

Extra-curriculars and Certifications

December 2025 AIG Actuarial Analyst Job Simulation on Forage

- Analysed and interpreted dataset of 100 Marine Liability insurance claims, identifying key trends and anomalies using statistical methods and data visualization techniques.
 - Applied actuarial principles to evaluate risks and calculated premiums using experience-based rating, resulting in detailed pricing assessments
 - Developed comprehensive reports that included assumptions, methodologies, and commentary on risks and uncertainties, demonstrating strong technical writing and critical thinking skills.

December 2025 Goldman Sachs Risk Job Simulation on Forage

- Conducted individual credit risk analysis using quantified financial data, enhancing skills in personal finance evaluation.
 - Applied critical thinking and quantitative analysis to real estate scenarios, interpreting data to assess financial implications.
 - Developed and recommended risk mitigation strategies, demonstrating practical application of financial principles and market understanding.

Deloitte Australia Data Analytics Job Simulation on Forage

- Classified data and drew business conclusions using Excel
 - Created a data dashboard using Tableau

Technical and Soft Skills, Volunteering and Achievements

- Microsoft Office Suites, Tableau, Xero, QuickBooks, RStudio, MATLAB, Power BI, Miro
 - Communication, teamwork, attention to detail, time management, accountability
 - Geelong Lawn Tennis Club Volunteer Assistant Treasurer (2025)
 - Pako Festa Event Volunteer (2023, 2024)
 - Australasian Maths Olympiad Top 10% Achiever
 - National Affiliation for Music Assessment Grade 6 (Piano)
 - Barwon Sports Academy Athlete, Barwon Region Representative Athlete (Tennis)