Jing Bai

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**self-introduction**

Hi:

My name is Jing Bai, you can call me Alex also. I am chinese form shanghai china.after worked more than 15 years in china want to have something change,work life or live,so I have arrived US for my next 15 years of work life.

Glade to introduce myself to you.I have worked in about 6 company. All of them are IT company.I worked as product manager. I have good communication ability because I will meet with so many department.they make a request everyday.but But under reasonable arrangement, they were all solved one by one.I like the high pressure way of working.

Combat high-stress work,by running\bicycling\reading books,also have a great weekend with my family is the best.

This is me,a product manager,a project manager.

Thank you!

Jing Bai

**work experience**

**Shanghai XinHai HR Co.,LTD**

2021/11-2022/12

Human resource supply chain finance project

Product management department

Report to: Chairman

Number of subordinates: 5

Responsibilities and Performance:

As a product manager,my major work is lead product team design the best product

For our commercial aim. listen the idea from business department\customer\partner\and so on.then make the roadmap of our business,design the product for users.

Collaboration with development and business is a must, after have product prototype,I will provide PRD and UI for the developer,and answer the question of product.and test the function of the product,until all be ok.then publish it.

Then I will help the business partment, for growth of business indicator.the work usually divide into two lines.on line& off line.

On line SEO,Social network communication,for SEO,we set key words on our frontpage of website,and change it everyday.ensure our website could be searched everyday.from day by day the search ranking increase from 21400 to 1982 only for two month.also we use google analyse or buy some AD service,it help also huge.

Offline,include Product promotion on exhibition,some career planning class and so on.packaging our product face to the user.let them know what we are and what we will give for them.

For a year,we have done five major product,include job recruitment,employee management,salary and welfare,service for about 2000 companys,120000 careers.Our products have achieved a high position in the industry

**Shanghai Donghao HR Co.,LTD**

 2011/10-2021/11

Product manager

Job responsibilities:

I have worked in this company for 10 years.the company is the top 1 HR service company in china.in this company the company is the HR supplier of many company,like HP\Telasa\Disney...

In this company I have learn how to design an big system for huge project.Business management software,BI system,financial management software,Employee management software,from website to software.it help the business department earn about 3billion yuan every year.we have about 2 million employee on our platform.more than 6000 company use our software to build their HR department.

And in this 10 years,I have obtain the PMP certification.have hosted more than 5 IT project,include APP\website\system of HR.all the project get on line on time.Total project cost more than 5million yuan.

It is the very important 10 years of my career.but for better career chance,I leaved there.

**Shanghai Dongdu Investment Management**

 2010/03-2011/08

Product Department · Product Manager

Report to: General Manager

Number of subordinates: 4

Responsibilities and Performance:

1, SNS product line planning, to create a space interaction as the center, radiation to friends, e-commerce overall context.

2. Space interaction: Formulate space interaction rules, design product prototypes, complete the basic space for user communication, and promote the user base of commercial activities.

3, the improvement of space products: to develop a product line around the decoration theme, decoration DIY, decoration style test, loan calculator, calendar and other tools to help users carry out phased product management.

4. Formation of space e-commerce: cooperate with B2C companies, open up e-commerce channels, complete the transformation of e-commerce, confirm and analyze target groups, recommend suitable products, and complete online shopping based on basic interaction.

5. Demand design and development of mobile application products: designed mobile software related to decoration, communicated with outsourcing companies to complete the development and application promotion of android mobile phone products.

6. Team management: Subordinates include design, program and art. Planned the SNS part of the website, made product prototypes, communicated and cooperated with UI programmers, and completed SNS projects. At the same time, promotion planning.

7. Organized offline activities, organized group buying activities in Nanjing, and completed offline product promotion. And complete the business communication content, and develop the business function of the product.

8. Product optimization design. Optimize the existing design, pay attention to the effectiveness of products and business functions, complete the B2C part of SNS. Build commodity buying groups on the network platform. (Group buying activity is the offline part, online organization and communication are the main)

Product experience

E-commerce business products IT Internet to C web side product demand analysis Axure prototype design

**Shanghai Excitement Communication Co. . LTD**

 2008/04-2009/11

Product Department · Product Manager

Report to: Product Center

Responsibilities and Performance:

1. Website product planning, design, communication with UI programmers, completion of projects, and promotion operation.

2, video product planning: video product classification search. Product display Settings.

3, website page design, UE planning. Product prototype design and logical process validation.

4. Update and improve existing product processes. Improve product quality.

5. Coordinate work, coordinate related departments, and integrate production resources. Accomplish new goals.

6. Led the team to carry out effective news integration and make special topics. The team has clear division of labor and effective collaboration.

7. Planning of high-quality columns, analyzing and integrating related columns, forming related pages, forming new channels, increasing traffic, and sticking users. Coordinate the operation between departments, formulate reporting plans and integrate reporting resources.

8, SEO work, to monitor the website traffic, timely improve the overall website traffic. Continuously improve user viscosity and increase the number of effective users.

Product experience

Prototyping Product planning Product design

**Shanghai Magic Lantern Network Technology Co., LTD**

 2007/04-2008/03

Product Department · Product Department website planning

Report to: Product Director

Responsibilities and Performance:

1. Development of co-purchasing products. Establishment of lottery network purchasing business. Number selection product development.

2. Set up the prototype of the co-purchasing system, and organized personnel to develop it.

3. Development of products suitable for users such as selection number. Prototyping and terminal development.

4. Conducted data analysis, improved product functions, and increased user conversion rate. Facilitate the purchase.

5, collect user needs, product update and source code iteration. Make it easier for users to buy online.

Product experience

Lottery industry product prototype design data analysis

**Shanghai Star Culture Media Co., LTD**

 2004/07-2007/02

News Center · Website planning

Report to: Chief editor

Responsibilities and Performance:

1. Website channel planning, product planning for content, product implementation, and communication with technicians for product realization.

2. Update and maintain product content, conduct product data analysis, improve product quality and improve product bugs. Better service for users.

3. Prototype design and development of new products according to user needs. Finally meet the needs of users.

Product experience

Website planning. New media planning

Educational experience

Ningxia University

bachelor · Chinese language and literature education

2000/09-2004/07