Sijia (Frances) Wu

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PROFESSIONAL EXPERIENCE

Ernst & Young, LLP US   Los Angeles, CA
Senior at National Tax Team, Tax Technologies and Transformation   *10/2017-8/2020*
- Led a team of seven to design, build, and release tax automation tools for partnership clients, utilizing VBA, SQL, Access, and other scripting languages
- Halved labor hours by replacing manual tax filing processes with C# APIs
- Developed budgets, timelines, risk assessments, and other documentations for potential workstreams
- Wrote scalable and sustainable Excel-based tools to structure historical equity transactions and investor data, and to produce a variety of analysis reports, such as share variance reports and partner share trackers
- Implemented annual training sessions for EY Partnership Fund teams, and composed user guides for engagement teams. Provided guidance and shared knowledge for team members, including GDS team in India

Kuan Capital   Shanghai, China
Data Analyst Intern   *6/2015-7/2015*
- Analyzed data on the shopping behaviors of Chinese urban females and their brand affinities to learn about the customer base and to help the company select potential partners and suppliers
- Gathered information on the needs of Shanghai residents for online-to-offline commerce such as groceries delivery and nail polishing to plan inventory purchase strategy
- Filed more than 500 lease contracts and created an Excel database with details such as rent amount, date of renewal, and current amount payable to raise efficiency in quarterly property check

EDUCATION

Carnegie Mellon University   *Expected to Graduate in 12/2021*
- Master of Information Systems Management (MISM)

University of California, Los Angeles   *9/2013-6/2017*
- B.S. Applied Mathematics, Minor in Accounting, GPA: 3.3/4.0, Bruin Leaders Project certified
- University of California Education Abroad Program (UCEAP) at National University of Singapore
- *Relevant Coursework*:

Probability Theory	Linear Algebra	Differential Equations
Mathematical Statistics	Mathematical Modeling	Optimization
Real Analysis	Introduction to C++	Algebra for Applications

- *Online Courses:*
  Python for Data Science and Machine Learning Bootcamp
  Data Science and Machine Learning Bootcamp with R

LEADERSHIP

Financial Data Technologies Investment Club (FDTIC)   Los Angeles, CA
Founder and President   *3/2015-6/2017*
- Raised the usage of Forex mobile application by 5% on campus from a member base of 200 people
- Established the committee structure and defined the core competency of the organization
- Communicated to 7 business organizations and more than 30 club leaders to create awareness among students

RELEVANT SKILLS
- Skilled in VBA, SQL, Microsoft Office Suite; Familiar with C#, C++, Access, Python, R
- Fluent in English, Mandarin Chinese; Elementary in Japanese