

SUMMARY

A key team member with well developed analytical and problem solving skills, and ability to work under pressure. Highly motivated self-starter, capable of team and individual work. Currently seeking an analyst role requiring broad technical background and strengths in clear communication, organization and analysis.

EDUCATION

University of Minnesota - Twin Cities

Aug. 2018 to Feb. 2019

Data Visualization and Analytics Boot Camp

• Hands-on coding bootcamp using Kaggle datasets, APIs, VBA, Python, Pandas, SQL, Javascript, HTML and basic machine learning tools.

University of Missouri - Columbia

Aug. 2014 to Dec. 2017

B.S. Business Administration

Emphasis: Finance and Banking; Real Estate

SKILLS

LANGUAGES: Cantonese, Mandarin, English

SOFTWARE & DATA ANALYTICS: SQL, VBA, Microsoft Office, Tableau, HTML/CSS, Python, Basic API, Matplotlib, PowerBI

EMPLOYMENT

SEPHORA USA

Portfolio Analyst

San Francisco, CA
Nov. 2019 to Present

- Building out integration capabilities between multiple data platforms to allow for streamlined reporting and self-service access
- Supporting other departments within Store Development (Real Estate, Lease Accounting, etc.) by assisting with key data report production from central system
- Creating streamlined presentation deck layouts for leadership review and various other PowerBI and Tableau dashboard templates for executive reference
- Reviewing capital estimates from external pricing team and making necessary revisions for submission to Global, based on current design, company strategy and real estate committee meetings
- Redesigning the data flow structure and layout of existing report templates to incorporate automations by utilizing excel VBA, and advanced excel functions - reducing the manual errors and reporting process time by 50%
- Initiating data-relationship mapping and tracking to interconnect department's data files, as well as identifying the reliableness on different versions of the same data points from various data source owners

LONG TERM CARE GROUP

Financial Analyst

Eden Prairie, MN
Jan. 2019 to Nov. 2019

- Automated the finance department's manual processes by utilizing VBA, macros, and formulas while also accelerating processes and maximizing accuracy
- Assisted in the design and development of additional business analyses, business intelligence models, and reports as requested by the operation teams to meet organizational needs
- Provided month-end financial updates and led meetings with the partnering departments
- Provided analyses for pricing, revenue, and expenses on ad hoc and routine assignments
- Assisted with the preparation of monthly financial reports, analysis, and related commentary; including written analysis on the current and projected performance of assigned operational units
- Addressed material variances in a timely manner, and identified opportunities for improvement in financial and operational performance while communicating issues and concerns to management
- Supported the preparation of annual budgeting and rolling forecasts

TARGET CORPORATION

Contracted Merchandising Specialist

Minneapolis, MN
Feb. 2018 to Jan. 2019

- Performed audits of product data associated with merchandise to ensure its accuracy
- Audited on average 1.5x more than the expected rate per day
- Self-started job tasks each day and maintained a high-performance score while working with little to no supervision
- Proposed creative solutions for problems faced while working on multiple projects

KT CAPITAL LIMITED

Financial Analyst Intern

Hong Kong
June 2017 to July 2017

- Partnered with a Senior Financial Analyst on merger and acquisition projects
- Provided support on research, financial analyses, modeling, company structuring, and evaluation activities relating to completion and execution of corporate financial transactions
- Researched more than 6 companies' business structures and identified potential factors for the valuations

ORGANIZATION

DATA SCIENCE MINNEAPOLIS

Co-Organizer of the Data Science Minneapolis meetup group.

Feb. 2019 to Present