

# AMY TAI

Management Engineering 2022

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## SKILL SUMMARY

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Lean Six Sigma	Gantt Chart	MS Excel	Smart Technology	Process Maps	Figma	Tableau
MS SharePoint	MS Visio	Database	Toyota Production	Java	VBA	Web Development

## WORK EXPERIENCES

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Quality Assurance Consultant, Hypercare Sept 2018 – Present

- Uncovered critical developmental bugs during android app updates and effectively communicated problems to developers.
- Consolidated user experience feedback and testing to recommend specific app features for future development.

Chartered Professional Accountant Intern, PepsiCo Foods Canada May 2018 – Aug 2019, Jan 2019 – Apr 2019

- Nominated for Coop Student of the Year based on successful implementation of over 10 major projects, ability to quickly grasp complex concepts and indomitable drive to perform.
- Documented and successfully transitioned 3 accounting functions from hard drives to online SharePoint sites with 60+ users that effectively communicated the critical findings of important reports in visual and simple-to-use dashboards.
- Developed effective models to analyze inventory fluctuations of over 7 million kilograms under tight time constraints that reengineered complex processes resulting in time savings of at least 10 hours every month.

Vice President of Operations, UWaterloo Entrepreneurship Society Sept 2018 – Apr 2019

- Reinvented the external engagement through establishing SMART goals supported by 6 operation coordinators hired by me.
- Ran 8 strategic and targeted entrepreneurial events with attendees from Laurier and across all 6 of Waterloo's departments.

Software Consultant, Privacy Horizon Apr 2018 – Sept 2018

- Built an MVP that streamlined and digitally automated their current processes in collaboration with senior company executives to effectively scale the start-up into additional organizations.
- Spearheaded the collection of user data to revamp the program that generated privacy law compliance reports and continuously iterated the program based on feedback and user needs.

Project Manager, MSCI 100 – Case Days Sept 2017 – Dec 2017

- Optimized parts of the Management Engineering Advanced Manufacturing Lab by using process and flow analysis and utilising problem-solving skills to develop and present low-cost solutions in less than 8 hours.

President, Savon, A Junior Achievement Company Oct 2016 – Apr 2017

- Increased initial share value by 563% in less than 20 weeks by leading focused team meetings and establishing team trust.

## EDUCATION

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Candidate for B.A.Sc. in Management Engineering, University of Waterloo Sept 2017 – Present

- Academic Achievements: 4.0 cumulative GPA, First in Class Scholarship, President's Scholarship of Distinction
- Extracurricular and Volunteer Scholarships: Goulet Engineering Scholarship, EngSoc Leadership Excellence 1<sup>st</sup> Year

Smart Technology Best Course, Technische Universität Graz Feb 2019

- Academic Topics: Robotics and Smart Factory, Information Security, Internet of Things, Smart Cards, Digitalization
- Academic Grade: 98% composed of the Toyota Production System case study and the Smart Object competition
- Awards: 1<sup>st</sup> Place in the Smart Object Competition with the creation of a smart mug that stored user beverage preferences

## INTERESTS

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Baking Banana Bread Muffins, Reading, Playing Guitar, Mentoring for Women in Engineering, Solving Puzzles, Swimming