

## **\*\*Resume\*\***

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**\*\*Full Name:\*\*** Kelly M. Chiang

### **\*\*Contact Information:\*\***

- Email: [chiang.kellymimi@gmail.com](mailto:chiang.kellymimi@gmail.com)
- Education Email: [kchiang@fordham.edu](mailto:kchiang@fordham.edu)
- Previous Company Email: [kchiang@athenahealth.com](mailto:kchiang@athenahealth.com)
- Other Emails: [lilkaili@gmail.com](mailto:lilkaili@gmail.com), [chianke1@gmail.com](mailto:chianke1@gmail.com)

**\*\*Industry:\*\*** Computer Games & Media

**\*\*Job Title:\*\*** Lead Producer

### **\*\*Skills:\*\***

- Business strategy
- Program management
- Business process improvement
- Data analysis
- Trend analysis
- Financial analysis
- Strategic financial planning
- Managing project budgets
- Organizational design
- Strategy
- Business analysis
- Finance
- Microsoft Office
- Photoshop
- Slack
- Google Apps
- Jira
- Collaborative problem solving
- Building relationships
- Organizational effectiveness
- Experiential learning
- Confluence
- Asana

### **\*\*Experience:\*\***

#### **\*\*Lead Producer | Activision\*\***

Allston, Massachusetts, USA

- Implementing business strategy and program management for computer game projects
- Improving business processes and financial analysis to optimize project budgets
- Designing organizational structures and leading cross-functional teams
- Utilizing tools such as Jira, Confluence, Slack, and Google Apps for effective collaboration
- Collaborating with stakeholders to build relationships and ensure project success

#### **\*\*Chief of Staff | Athenahealth\*\***

United States

- Supported CTO Prakash Khot in strategic planning and business analysis
- Assisted in financial analysis, budgeting, and organizational design
- Collaborated on new product development initiatives in the tech industry
- Utilized Microsoft Office suite for document creation and management

**\*\*Education:\*\***  
\_[To be added]\_

**\*\*Certifications:\*\***  
\_[To be added]\_

**\*\*Languages:\*\***  
\_[To be added]\_

**\*\*Interests:\*\*** New product development, mobile, economic empowerment, civil rights and social action, environment, brand marketing, finance, poverty alleviation, science and technology, animal welfare, arts and culture, health.

**\*\*Social Media:\*\***  
- LinkedIn: [linkedin.com/in/kellychiang](https://www.linkedin.com/in/kellychiang)

**\*\*Previous Company:\*\*** Athenahealth  
\_Industry:\_ Healthcare Technology  
\_Location:\_ [To be added]  
\_Job Title:\_ [To be added]  
\_Emails:\_ [kchiang@athenahealth.com](mailto:kchiang@athenahealth.com)

**\*\*Company:\*\*** Activision  
\_Industry:\_ Computer Games  
\_Website:\_ [activision.com](https://www.activision.com)  
\_Size:\_ 5001-10,000 employees  
\_Location:\_ Allston, Massachusetts, USA  
\_Founded:\_ 1991

**\*\*Education:\*\***  
\_[To be added]\_

**\*\*Certifications:\*\***  
\_[To be added]\_

**\*\*Languages:\*\***  
\_[To be added]\_

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**\*\*Note:\*\*** The information marked with "[To be added]" should be filled in based on the applicant's educational background, certifications, and previous work experience.