Dear Sir/Madam,

My name is CHEUNG Kai Leuk, Ken, I graduated from the City University of Hong Kong with a Bachelor of Business Administration degree, majoring in Finance and minoring in Computer Science. With over Four years of experience in database management, administration, and statistical analysis, including involvement in government projects focused on data visualization, data analysis, and IT solutions.

In my role as Assistant Executive Manager at the HKSAR Drainage Services Department, I am responsible for managing and updating the sewage connection record in our system. Additionally, I supervise and guide my subordinates to maintain a secure and accurate filing system, ensuring documents and reports are electronically recorded and accessible to authorized officers.

Also, I developed Power BI dashboards that provide real-time insights into project progress, budget management, and contractor performance for my engineer supervisor to track on sewage connection project progress and arrange site inspection.

I have experience on developing regression models to uncover key business insights through statistical visualizations. I started with data cleaning, addressing inconsistencies and outliers to ensure data quality. Using techniques like cross-validation and regularization, I fitted linear and logistic regression models while minimizing bias and overfitting. I hope my technical skills can contribute to your team and create value.

Beyond my technical skills, I have served as a liaison for internal system enhancements, collaborating with IT vendors to propose and implement system improvements. This role has deepened my understanding of the software development lifecycle and enhanced my ability to bridge communication between technical teams and business stakeholders.

I am also pre-admitted to begin an MSc in Information and Technology Management at CUHK in 2026, where I will further my knowledge in machine learning and information systems. I do believe that AI and big data management are the future, and I am eager to advance my career in this promising field.

Yours sincerely,
CHEUNG Kai Leuk, Ken