

Freddie Yang

linkedin.com/in/freddie-yang
+61 401 325 084 | freddie.yty@gmail.com
1107/8 Sutherland St, Melbourne VIC 3000

CAREER OBJECTIVE

Enthusiastic data analyst with three years' work experience providing clients and stakeholders with high-quality data and meaningful reports. Proven ability to use new technology and resources to meaningfully improve an organization's productivity. Pursuing further education to expand my cutting-edge knowledge and to become a qualified data scientist.

SKILL SETS

Languages	Python, R, SQL, VBA
Data Visualisation	Power BI, Tableau, PPT
Database Tools	Power App, Microsoft Dynamics 365

PROJECTS

Stakeholder Management System – Built a Microsoft Power App based centralized platform for company to manage clients' profile, meeting notes, files and tasks.

New Website Launching – Project Management

Co-operating with web developer to launch new website within timeline. Liaising with finance, fundraising, CEO and translating

Data Quality Control – Data Mining, Data Integrity, Training

Data Quality Control is conducted monthly to add data inconstancy and data integrity issue. Suggestions and trainings are delivered to improve efficiency and accuracy.

KPI Report Design – Data Mining, Data Integrity, Data Identifying, Reporting

KPI Report is designed to consistently monitor the effectiveness and efficiency of the application process. Four stages are recognised, and data resources are collected for further on-going analysis.

EDUCATION

Data Scientist with Python , Datacamp	Nov 2018 – May 2020
The Foundation of Digital Marketing , Google Digital Garage	Oct 2018
Introduction of Internet of Things (IoT) , Curtin University	Aug 2018
Elements of AI , University of Helsinki	Jul 2018
Visualising with Power BI , Microsoft Professional Program	Mar 2018
Master of Management (Accounting and Finance) , The University of Melbourne	Feb 2016 – Dec 2017

EXPERIENCE

Assistant Accountant & Data Analyst	Nov 2019 - Present
All Rounder Assistant Accountant Bravery Trust, Melbourne	Oct 2018 – Nov 2019

- Preparing weekly beneficiary status update for CEO
- Preparing weekly donation status update for executives, stakeholders
- Preparing monthly beneficiary reports for board meeting
- Assisting with annual budget, monthly forecast and year-end statutory reporting and board meeting
- Assisting in liaising with external auditor during annual audit

Achievements

- Built data collection system in SharePoint and Application Forms to meet boards' reporting needs
- Deducted and cleaned inconsistent data for business intelligence and cyber security
- Identified data abnormalities via data mining and suggest improvement
- Trained Application Team for accurate and reliable data entering

Data Coordinator

Apr 2018 – Oct 2018

Loop Financial Pty Ltd., Melbourne

- Conducted Preliminary Assessment and ensure all compliance requirements are met
- Updated lenders' policies and clients' data into CRM (Mercury)
- Managed the application process for clients & dealerships

Achievements

- Performed excellent data administration duty and speeded up processing by 10 times
- Designed new data collecting system (Typeform) to deliver better customer experience
- Cleaned database to meet new data standards and compliance requirements

Business Analyst

Aug 2015 – Jan 2016

Deloitte Consulting Co. Ltd., Shanghai

Project value: 1 billion GDP

- Prepared business proposals for new projects
- Contributed 10+ files of data books and 150+ pages of commercial PPT slides
- Analysed investment behavior of corporations with regard to location, policy, and preference
- Worked in a team of four consultants and ten assistants to provide strategic development in the Green Building industry
- Charged with sole responsibility for air treatment sub-industries, HVAC & air filtering
- Conducted market research and drew sound insights

Business Analyst

Mar 2015 – Jun 2015

Evalueserve Business Consulting Co. Ltd., Shanghai

- Collected data via cold call, email and press research
- Liaised with existing clients and developed new business opportunities
- Performed searches and research to discover new clients and business opportunities

VOLUNTEER EXPERIENCE

Financial Officer (Volunteer)

Oct 2019 – Present

Business Development Officer (Volunteer)

Aug 2017 – Oct 2019

Melbourne Space Program, Melbourne

- Craft strategies to build the sustainable business model for MSP
- Implement the Melbourne Space Program's growth strategy, which focuses on meeting stakeholder engagement targets
- Research and communication with stakeholders to secure new partnerships and cultivate existing stakeholder relationships
- Responsible for a portfolio of 12 industries and target partners (e.g., Google, KPMG)
- Conduct feasibility analysis for proposed projects

REFEREES

- Available upon Request