

# Emily Lu

951-215-1691 | [l.emilyv@yahoo.com](mailto:l.emilyv@yahoo.com) | [www.linkedin.com/in/emilylinhlu](http://www.linkedin.com/in/emilylinhlu)

## EDUCATION

### University of California, Santa Barbara

Santa Barbara, California

*Bachelor of Science in Statistics & Data Science*

Sep 2016 – June 2020

- **GPA:** 3.6/4.0
- **Honors:** Dean's Honors, College of Letter and Science Honors Program
- **Study Abroad:** Intensive Chinese Program at Peking University, Beijing, China – Summer 2018
- **Relevant Coursework:** Applied Stochastic Processes (Honors), Time Series (Honors), Regression Analysis, Probability and Statistics, Numerical Analysis, Mathematical Finance (Honors), Microeconomic & Macroeconomic Theory, Principles of Data Science with R, Problem Solving with Computers using C++

## WORK & LEADERSHIP EXPERIENCE

### Ares Management

Los Angeles, California

*Performance & Attribution Part-time Intern*

Sep 2019 – March 2020

- Performed and automated data reconciliation to close 50+ CLO funds using Excel, SQL, and Python
- Wrote 20+ algorithms in Python that increased efficiency 180x, enhanced the team's client-facing & ad-hoc reports, and improved the team's analytical capabilities
- Maintained existing and developed new applications in accordance with the team's business needs
- Transformed project data requirements into project data models

*Performance & Attribution Intern*

Jun 2019 – Sep 2019

- Proposed and implemented 10+ automation projects using self-learned Python libraries such as pandas, xlwings, and win32com to triple the efficiency of large financial data extraction, formatting, manipulation, visualization, and reporting with scheduled scripts
- Evaluated and analyzed portfolio returns for daily performance reports used by portfolio managers
- Calculated metrics such as attribution and contribution for portfolio management and investor relation teams

### UCSB Design, Facilities & Safety Services

Santa Barbara, California

*Business & Financial Planning Intern*

Oct 2018 – Sep 2019

- Analyzed and approved orders each valuing up to \$500k made by various departments for accuracy in accordance with funding, object codes, restricted products, and purchasing guidelines
- Managed the development and processing of business transactions needed for infrastructure services
- Leveraged knowledge gained from BFP department to assist contractors on billing inquiries

*Contract Analyst Assistant*

Jul 2017 – Sep 2019

- Built strong relationships and collaborated with project managers, contractors, and consultants to develop, design, and execute 200+ projects
- Created comprehensive e-signature templates for all multi-level contract agreements resulting in a 75% increase in business transaction efficiency and reducing project turnaround from three weeks to one week

### UCSB Disabled Student Program

Santa Barbara, California

*Exam Proctor*

July 2017 – Sep 2019

- Administrated 50+ exams for students with disabilities according to standard examination protocols and Americans with Disabilities Act (ADA)
- Ensured students received their designated exam accommodations and resources given towards regular students by maintaining active communications with instructors and test coordinators

## SKILLS, ACTIVITIES & INTERESTS

- **Skills:** Python, R, C++, SQL, HTML/CSS, Javascript, Bash/Shell/Powershell, Excel, Pandas, NumPy, SciPy, Matplotlib, ggplot, Selenium, Beautiful Soup, LaTeX/Markdown, SSRS, Visual Studio, Tableau, Power BI
- **Activities & Interests:** Math, statistics, running, fashion, volleyball, food, traveling, stock/option trading