

# EMILY LU

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## EDUCATION

**University of California, Santa Barbara** – Santa Barbara, CA

Sep 2016 – June 2020

*Bachelor of Science in Statistics & Data Science*

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 C++, Foundation of Computer Science, Design and Analysis of Experiments, Differential Equations, Applied Linear Algebra

## SKILLS, ACTIVITIES & INTERESTS

- **Soft Skills:** Problem-solving, analytical, detail-oriented, business acumen, teamwork, communication
- **Technical Skills:**
  - Python – Pandas, NumPy, SciPy, Matplotlib, Selenium, Beautiful Soup, requests, win32com, xlwings
  - R – stats, forecast, tseries, car, ggplot2, dplyr, data.table, readr, tidyr, RSQLite, knitr
  - SQL – data manipulation, data definition, null value, subqueries, indexes, joins
  - Excel – pivot table, vlookup, filter, sort, sumif, text formulas, if formulas, conditional formatting
  - C++, HTML/CSS, Javascript, Bash/Shell/Powershell, Git, LaTeX/Markdown
- **Data and Analytics Tools:** Visual Studio, Jupyter Notebook, RStudio, Tableau, Power BI, SSRS
- **Activities & Interests:** Math, statistics, running, fashion, volleyball, food, traveling, stock/option trading

## PROFESSIONAL EXPERIENCE

**Ares Management** – Los Angeles, CA

*Performance & Attribution Part-time Intern*

Sep 2019 – March 2020

- Transformed project data requirements into data models needed for data visualization & reporting via Power BI, Tableau, and SSRS by self-learning to program data extraction and preprocessing algorithms in 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
- Performed and automated data reconciliation to close 50+ CLO funds using Excel, SQL, and Python

*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 & risks 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, CA

*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