

# Bill Feng

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## **EDUCATION**

**San Jose State University:** Bachelor of Science in Business Administration

Dec 2019

**Concentration:** Management Information Systems

**Minor:** Computer Science

**Certification:** PMP Certification Training Bootcamp

## **SKILLS & TECHNOLOGIES**

**Technology:** SQL, Tableau, Python, Jupyter Notebook, Dataframe

Microsoft Project, Scheduling, Project management, Jira, Confluence, Git, Java

Digital Transformation, SaaS, CRM, Agile development, PowerPoint, Excel

**Skills:** Self Driven, Fast Learner, Requirement Gathering, Customer Facing,  
Cross-functional collaboration

## **EXPERIENCE**

**Software Quality Analyst** | EPRI

Jun 2018 – Dec 2019

- ❖ Collaborated with project managers and developers to identify testing scope for deliverables to release 3 software per week.
- ❖ Analyzed data for consistency, resolved software testing results and provided remediation recommendations to project managers.
- ❖ Re-structured project knowledge process indexing know-how by 50%.

**Project Coordinator** | CUSD Programs

Feb 2019 – May 2019

- ❖ Oriented team of 4 and delivered software application in 3 months with SDLC methodology.
- ❖ Analyzed and discussed the project sponsor's requirements, developed WBS in the project planning meeting, and scheduled execution timeline.
- ❖ Monitored and coordinated resources to deliver the software on time with 100% completion.
- ❖ Improved inventory process by up to 150% with software automation.

**UI/UX Intern** | The Whole Food Nut

July 2017 – Dec 2017

- ❖ Gathered business requirements and developed work break down tasks in weekly scrum meetings.
- ❖ Recommended and developed suitable UI design for start-up brand recognition.
- ❖ Researched and identified potential valuable additional features to implement.

**Salesforce Lab Assistant** | SJSU MIS Department

Feb 2018 - May 2018

- ❖ Mentored 120 business students on Salesforce technology with lab instructions on creating an application that manages a client's sales leads, email response, meeting management, client info
- ❖ Provided post-lab student feedbacks and corrections directly to department chairs.

## **PROJECTS**

**Data Analysis** | SJSU

Feb 2018 – May 2018

- ❖ Analyzed large data set and identify key findings and trends in major metropolitan areas
- ❖ Created dashboard and report to conclude 3 key business questions for business insight.

**Business Digital Transformation Case Analysis** | SJSU

Oct 2019 – Nov 2019

- ❖ Developed a business analysis report for the effective use of information systems and technology to create a competitive advantage in an organization.
- ❖ Outlined implementation changes to an organization's process, technologies, and people aspect to reduce 70% IT change fail rate.