

Javkhlan Bold-Erdene

+1 (573)-529-7723 ♦ Javkhlan1379@gmail.com

SOFTWARE SKILLS: Excel, SQL, Adobe Illustrator, Tableau, R, HTML, CSS

PROFESSIONAL EXPERIENCE

Columbia Missourian, Missouri Business Alert, Columbia, MO, USA

The Columbia Missourian and Missouri Business Alert are both digital-first newspapers based in Columbia, Missouri.

**Reporter/Data
visualization**
(Aug 2018-Aug 2019)

- ♦ Collected, verified and analyzed data for stories
- ♦ Interviewed and researched sources for stories
- ♦ Cooperated with reporters and editors on data visualizations
- ♦ Created static and interactive graphics and infographics

Khan Bank, Ulaanbaatar, Mongolia

Khan Bank, with 537 branches nationwide, is the largest commercial bank in Mongolia providing banking services to an estimated 70% of Mongolian residents.

Business Analyst
(Dec 2014 – April 2017)

- ♦ Managed communication with the project stakeholders and subject matter experts
- ♦ Managed a project's scope and deployment from start to finish
- ♦ Evaluated, analyzed business requirements and provided technical solutions
- ♦ Developed policies and procedures on change management and release management

**Anti-Money Laundering
(AML) Officer**
(Jan 2014 – Dec 2014)

- ♦ Conducted trainings to new employees on AML activities and compliance policy
- ♦ Managed communication with correspondent banks and conducted due diligence
- ♦ Provided instruction to front end officers on how to handle customer related issues
- ♦ Built up Know Your Customer (KYC) policy and procedures

**Translator and Personal
Assistant to CIO**
(Aug 2011 – Jan 2014)

- ♦ Multitasked immigration issues, translation, office management, appointments
- ♦ Developed constructive and cooperative working relations with employees
- ♦ Organized annual offsite events involving around 70 managers, senior officers
- ♦ Managed meetings and appointments, organized events and conferences

EDUCATION

Master of Arts in Data Journalism, Fulbright Awardee, University of Missouri, Columbia, MO, USA 2020
Bachelor of Business Administration, University of Finance and Economics, Ulaanbaatar, Mongolia 2014
Bachelor of Arts in Journalism, National University of Mongolia, Ulaanbaatar, Mongolia 2011
Exchange student, Journalism, University of Montana, Missoula, Montana 2010

VOLUNTEER EXPERIENCE

Monitoring and Evaluation Specialist, World Learning, Ulaanbaatar, Mongolia 2018
Civic Action Project: Creating healthy, sustainable living for Mongolia's children, Mongolia 2017
Community Recycling Campaign, International Republican Institute, Bishkek, Kyrgyzstan 2017
Volunteer at Ronald McDonald House, Missoula, MT, USA 2010
Volunteer at school for children with hearing impairment, Sydney, Australia 2006

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Articles:

[Can you call it meat? Lawsuit takes issue with labeling](#)
[New tax on motor fuels would rev up road and bridge spending](#)
[Prop D: Motor fuel tax once again rejected by Missouri voters](#)
[Survey shows students more likely to vote after watching debate](#)
[For first time, LGBTQ Resource Center celebrates community's history month](#)

Graphics:

[Stan Kroenke by the numbers](#)
[Total title IX violations down, sex/gender-related violations jump back up from previous year](#)
[Imbibing after midnight: Alcohol-related police calls highest at 1 a.m.](#)
[Disasters in Missouri](#)
[Where in the US – and Missouri – is cost of living lowest?](#)