

# Qi Zhang

## CHIEF OPERATION OFFICER - NEXTUNE INC

Bellevue, WA - Email me on Indeed: [indeed.com/r/Qi-Zhang/9a11ac6b0e5e79a6](https://www.indeed.com/r/Qi-Zhang/9a11ac6b0e5e79a6)

Operation manager, Account manager, Product/Project Management  
Authorized to work in the US for any employer

### WORK EXPERIENCE

#### CHIEF OPERATION OFFICER

NEXTUNE INC - February 2011 to Present

1. Manage nexTUNE hardware productions. Multimedia players, amplifiers, speakers and digital signage in China, responsibility including define specification, design modification, quality control procedure, timeline, and contract agreement, etc.
2. Manage Accountant, Content/Account management, Logistic and Customer Support department day-to-day activity, long-term plan and procedures.
3. Drive Nextune Inc Internet readiness by organizing meeting with different departments- Content, Technology, Accountant, Support and Logistics. Help teams to understand and define the release criteria. Define the timeline and organize weekly triage meeting. Identify potential issues. Identify low productivity, high cost areas and provide the solution.
4. Establish Accountant department monthly schedule, different procedure such as Purchase Order procedure, Billing and Invoice procedure, Reimbursement procedure. Monthly Profit and lost, balance sheet and cash flow report,
5. Purchase Order review and authorization Review and sign licensing with ASCAP, BMI and SESAC and send report.
6. Budget analysis. Understand the need and cost of each department and approve or reject the budget plan Pricing products. Create math model to setup price for our products based on cost and goal of company long-term plan.

#### SOFTWARE DESIGN ENGINEER IN TESTING II AND TEST LEAD

MICROSOFT - Redmond, WA - February 1995 to January 2011

1. 5 year people management experience. Including hiring new employee, semi-annual employee review, setup goal and expectation with lower perform employee.
2. Drive Microsoft Word New file Format project testing including background compatibility, Word Document library collection from different versions, different country, calcify those documents with Word objects and their properties. Automation for roundtrip comparison.
3. Drive Microsoft Office Wide Ribbon (New UI) training. Partner with Development, Program and Test team to defined right technical and test methodology presentation topics. Reviewed all the presentations with individual presentations to control the coverage, quality and time of presentation.
4. Drive Microsoft Word International Beta and RTM releases and Internationality and globalization. Define Word International Release criteria, communicate with Microsoft subdivision in mail, conference in regularly base to identify and understand the issues, track the progress, looking for the support from HQ when it is necessary. Representing International teams during HQ triage meeting.
5. Drive Microsoft Word New Page table Layout (PTS) in Office 2007. Microsoft Word layout code has long development history. Therefore Layout codes wheren't clean, there are lots of backward compatibility issues, it was getting hard to maintain and fix. I lead a small team to investigate tools and methodologies to ensure Word PTS engine can replace old layout engine without compromising the position, layout of Word document.

## **SOFTWARE TEST ENGINEER**

ASYMETRIC, INC - July 1994 to February 1995

Test Asymmetric Multimedia Toolbooks Japanese vision and found lots of critical issues in Double Byte textbox and OpenScript Language.

## **EDUCATION**

### **BS in Physics**

UNIVERSITY OF SCIENCE AND TECHNOLOGY OF CHINA

### **MS in Solid State Laser Research**

UNIVERSITY OF CENTRAL FLORIDA - Orlando, FL

## **SKILLS**

- Hire and lead rockstar engineering teams • Leadership and people management skills • Fast learning new concepts • Excellent ability to adapt to difficult situations • Time and project management • Decision making
- Strong organization and communication skills • Fluent in Chinese and English

## **AWARDS**

### **Microsoft Golden Star award for leadership and people management**

July 2004

## **PUBLICATIONS**

### **Electronically tuned diode-laser-pumped Cr:LiSrAlF<sub>6</sub> laser**

<https://www.osapublishing.org/ol/abstract.cfm?uri=ol-17-1-43>

January 1992

Optics letters: Volume 17, Pages 43 1992, Qi Zhang and GJ Dixon Center for Research in Electro-Optics and Lasers and Department of Electrical Engineering, University of Central Florida, Orlando, Florida 32826

### **“843-nm CrLiSAF laser, resonantly pumped with a 779-nm GaAlAs diode laser”**

<https://www.osapublishing.org/abstract.cfm?uri=CLEO-1992-CWG45>

1992

Conference on Lasers and Electro-Optics . Optical Society of America, Lasers and Electro-Optics Society (Institute of Electrical and Electronics Engineers) –Page 628 CWG45

, Qi Zhang, BHT Chai, GJ Dixon, PN Kean,\* CREOL, University of CentralFlorida, Orlando, FL 32826

## **ADDITIONAL INFORMATION**

Reference:

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