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PROFILE

Passionate about emerging technology and transformation, Jing has over 2 years of experience in business analysis, working with European and local clients across diverse industries, such as healthcare, fintech, blockchain and the public sector. She is enthusiastic about technology transformation, implementation and delivery, focusing on quality deliveries and collaborative outcomes for users and the business. With a natural empathy for users and a great understanding of the business, she excels at structural problem-solving and systematic analysis from both the user and the business perspective. Embracing challenges and learning, Jing wishes to contribute as a Business Analyst.

SKILLS

- Certifications: AWS Certified Cloud Practitioner, Microsoft Certified: Azure Fundamentals
- Programming: Python, Pandas, Java, SQL, HTML, CSS, JavaScript, React.js, Git, PHP, API
- Digital Skills: Adobe, Figma, UX, PowerBI, Data Analytics, PowerPoint, Excel, Postman
- Project Management: Scrum, Agile, Waterfall, Jira, BPMN, UML, Status Reports, RACI Reports
- Languages: English, Mandarin, and Cantonese

EXPERIENCE

Engineering Strategy & Architecture Analyst Deloitte Australia, Brisbane

Mar 2024 - Mar 2025

- Exercised due diligence and planning on an M&A data migration project for a listed company in the highly regulated healthcare industry
- Facilitated 100+ client-facing stand-ups and workshops for cross-border clients, with multistream teams to provide data migration and cloud solution advisory
- Engaged as a PMO, documenting meeting minutes to track key decisions and action items, ensuring project governance and information security
- Produced 50+ weekly and daily status reports for project monitoring to keep global stakeholders informed of project progress, highlights, challenges and risks
- Developed PowerShell scripts for data ETL, reducing manual reporting time by 10 hours per week
- Developed and automated a comprehensive progress dashboard using Excel, providing clear viability into project milestones, security issues, risks, and KPIs
- Managed and updated 1400+ Jira tickets and 30+ Confluence pages, maintaining accurate and real-time records of data migration progress, deliverables, and dependencies
- Coordinated and facilitated the creation of 7 Statement of Work (SOW) and proposal presentation packs for project change management
- Led practice development, transforming raw internal practice data into compelling narratives and visual stories to showcase business capabilities

Junior Business Analyst

Aug 2022 - Feb 2024

DLTx Labs, Brisbane

- Facilitated client-facing workshops, documented user requirements, and mapped out user stories for technical and functional specifications
- Collaborated with developers, QA engineers and clients to deliver robust solutions on time
- Led Agile ceremonies (stand-ups, sprint plannings, and retros) and utilised JIRA and Confluence for product requirements management
- Advised 10+ clients on blockchain and fintech solutions and communicated concepts to both technical and non-technical stakeholders
- Conducted initial planning, requirements analysis, process mapping and proposals for blockchain projects, leveraging user flow diagrams and business architecture mock-ups
- Created 50+ frames of UX designs and conducted user testing for multiple web app products

Research Intern Jan 2022 – Jun 2022

UQ AI Collaboratory

 Conducted data analysis using machine learning algorithms for EEG data, enhancing the accuracy of brain-computer interface models

- Programmed and implemented various data processing methods in Python, contributing to advancements in neurotechnology research
- Collaborated with academic and research staff to publish findings, demonstrating strong analytical and research skills

PROJECTS

"Coffee Sensation" Online Learning Platform

Jan 2023 - Jun 2023

University of Queensland

- Developed an MVP of an interactive online learning platform using React.js, Bootstrap, and SQL
- Focused on creating a user-friendly interface and seamless backend integration
- Grasped various full-stack skills in 9 weeks, such as front-end development, database connection and management, AJAX, and API integration

EDUCATION

The University of Queensland, Brisbane

Feb 2019 - Dec 2023

Bachelor of Business Management / Bachelor of Information Technology

• Majors: Business Information System / Software Design