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New York City Area

Jessie Luk

EDUCATION

Georgia Institute of Technology	Ongoing
NYU Tandon | Bridge Program Computer Science	June 2020
Rutgers University | Certification in Data Science	May 2018
Georgetown University | M.S. Physiology	June 2011
Cornell University | B.S. Human Biology, Health and Society	May 2010

TECHNICAL SKILLS

Software: MS Office Suite, MySQL, SharePoint, Spotfire, Tableau, Visio
Languages: Excel VBA, SQL, Python (incl. Pandas & MatPlotLib), JavaScript, HTML

PROFESSIONAL EXPERIENCE

Morgan Stanley   New York, NY
   Analyst – Investment Management Operational Risk   04/2017 – 02/2020

- Successfully led efforts in developing pitch to senior management for tactical and strategic solution to enhance team's reporting generation process significantly
- Team's Tableau SME, developing first Tableau-based reporting system and Tableau templates
- Spearheaded migration of labor-intensive Excel-based reports to Tableau
- Collaborated with IT and business partners to streamline data gathering for risk reports
- Parsed through available data to find relevant metrics in moving operational risk reporting to a more data driven process, translating quantitative measures into risk assessments
- Provided COOs periodic presentation of KRI/KPI scorecards assessing the bank's risk environment to create awareness and drive business focus

Ernst & Young   New York, NY
   Consultant – Data & Analytics Practice   03/2015 – 07/2016

- Project manager and business analyst for projects across the data landscape, including data governance/quality, data management, data analytics and business intelligence
- Advised internal and external clients on business intelligence solutions and data analytics tools to increase business efficiency
- Managed 2 staff members in building a weekly automated issue management dashboard report for a client; translated business needs into technical requirements

JP Morgan Chase   New York, NY
   Analyst – CCB Business Technology Controls   07/2012 – 02/2015

- Business analyst for regulatory driven programs for data governance and quality
- Interviewed business process owners to examine operational processes for application controls; liaising between business and technology groups to remediate gaps
- Led the design of a standardized access recertification process for in-house developed user tools
- Managed data standardization efforts to build project status and tracking reports
- Provided management with status reports to identify key issues and improvement opportunities

PERSONAL INTERESTS

- Travel, Scuba Diving, Culinary Arts, Woodworking, Hiking, Skiing, Archery, Knitting