Mihee Park

Business Analyst / IT Consultant

+82 (010) 9179-3089
Miheepark38@gmail.com
Portfolio : https://miheep8938.github.io

Education

Bachelor of Arts: **Psychology** (2014) - **University of British Columbia**, BC, Canada

Certifications

1) Data Science and Analytics (2020-2021)– Georgia Institute of Technology, GA, U.S. Programming Languages & Relevant Skills: **Python (Pandas, Numpy, Scikit-learn, etc.) SQL, JavaScript, HTML5, CSS, Leaflet, D3, Tableau, Machine Learning.**
   - Finished the program with the highest grade of all classmates.

2) Workday Adaptive Planning Channel Partner Deployment Certification (2022)

3) SQL for Beginners: Learn SQL using MySQL and database design (2023) - Udemy

Experience

Business Analyst/IT Consultant - 08/2022 to current
ShearwaterKorea, Seoul

- Create clean interfaces and simple, intuitive interactions and experiences by cooperating with clients.
- Utilize Corporate Planning Management (CPM) called Workday Adaptive Planning and Oracle NetSuite (ERP) and implement them upon clients' needs.
- Merge and clean data that clients used to manage in Excel so that all data can be managed in an effective way within the system.
- Utilize elements including dimensions, versions, and attributes to analyze data with various perspectives.
- Work with other developers to integrate data in another system such as SAP with the models in the system.
- Select necessary data using MySQL and transfer them into the system.
- Work with clients to understand the user requirements and layout and create customized reports and dashboards to provide better insights on data.
- Carry out quality assurance tests to discover errors and optimize usability.
- Set up the first page of the website using HTML 5 and CSS so that they can access to the reports or training materials from the first page.
- Create PowerPoint, Words, and Video training manuals and delivers how to use the

Projects

1) Seegene Medical Foundation, Seoul
- Duration: 08/2022-03/2023
- Communicated with the clients to understand their financial and other data correctly then analyze the data models how they can be implemented in the system.
- Developed models to manage variety of data, mainly about incomes and expenses across branches, medical tests, and hospitals.
- Provided enhanced insights on which factors are taken into consideration using reports and dashboards (i.e. how diseases like COVID have influenced on the profit and loss in general)

2) Kakaopay, Bundang, Gyeonggi-do
- Duration: 04/2023-06/2023
- Worked as a project manager for this project.
- Collected data that used to manage in several excel files into a simpler yet efficient model in the Adaptive system.
- Developed expense-related models which data come from several sources including AWS. Clients can keep track of projects in case that their budgets have changed throughout the year.
- Analyzed data to extract valuable insights. Improved faster decision making on budget.

3) National Gallery Singapore, Singapore
- Duration: 06/2023-07/2023
- Cooperate with clients and teams from Singapore to understand their business needs and project scope.
- Developed 10+models to manage the data about not only finances but also other management such as venue rental in the gallery.
- Offer an idea how to manage data clean even if each department input and manage their own data without those being polluted.
- Diminish process gaps and encouraged productivity by arranging the workflow of the financial team.

4) GullGa Inc (Ohora), Seoul

- Assisted in designing and implementation of extension to ERP systems on basis of outline specifications.
- Coordinated with technical and financial resources to understand business and application needs.
- Helped technical designs and testing services in Oracle based financial and ERP applications.

Additional Experience

English Language Instructor - 07/2017 to 11/2019
PagodaOne, Gangnam, Seoul

- Delivered instruction in English encompassing business English, TOFEL and daily conversation upon each student's needs.
- Monitored each student's progress and improved instruction methods by using various strategies.
- Stayed one of the highest booking rates

Englsh Teacher- 11/2016 to 11/2017
ChildU, Songpa, Seoul

- Increased ESL students' reading, writing, and speaking levels by integrating standard curriculum.
- Assessed student progress and provided feedback to improve performance and establish academic success.
- Supported student skill development in alignment with personal and academic goals.

Office Assistant - 06/2014 to 12/2014
T-brothers Tradition Company, Coquitlam, BC, Canada

- Interacted with customers by phone, email, or in-person to provide information.
- Assisted keeping cashflow flowing and managing inventory using MYOB
- Organized events and meetings to maximize capacity and keep event venues running smoothly.
- Kept office supplies well organized and sufficiently stocked, placing orders promptly to replenish materials before depleted.

Language Fluency

- English - fluent
- Korean - native

Skill Highlights

- Project management
- Strong decision maker
- Responsible
- Complex problem solver
- Innovative
- Initiative

Interests

- Cats
- Books
- Blogging
- Pilates
- Golf
- Farming