

# Leung Cheuk Lun, Kelvin

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## Summary.

Experienced data analyst with over 4 years in ETL and data visualization, possessing a diverse range of analytical skills applicable to various roles in the data field. Having completed my Master's degree in Data Science, I am eager to leverage my knowledge and expertise in new career opportunities that drive business success through data analysis.

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## Education.

### ***M.Sc. in Data Science and Business Statistics***

The Chinese University of Hong Kong

— Sep 2022 – July 2024

### ***Bachelor of Science (Hons) Scheme in Applied Sciences (Health Studies)***

School of Professional Education and Executive Development, The Hong Kong Polytechnic University

— Jun 2016 – Jun 2018

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## Skills.

AWS, Git, Python, PySpark, Qlik Sense, R, SQL, Statistical model, Tableau, VBA

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## Certification.

### ***Tableau Desktop Specialist***

Tableau Software, LLC - Oct, 2021

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## Expected Salary.

48,000 (Negotiable)

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## Employment History.

### ***Associate, Big Data Analyst***

DBS Bank (Hong Kong) Ltd

— Aug 2024 – Present

### ***Data Analyst***

DBS Bank (Hong Kong) Ltd

— Jan 2024 – Aug 2024

- Designed and implemented automated data validation and quality checks with PySpark and SQL, cutting data errors in financial reports by 50% and significantly enhancing reporting accuracy for management.
- Built and launched over 4 Qlik Sense dashboards, enabling real-time access to key financial metrics and empowering business users to make faster, data-driven decisions.
- Work closely with users to gather and analyze their requirements, ensuring data solutions are aligned with business goals and operational objectives.

### ***Business Analyst***

Bank of China (Hong Kong) Ltd

— Nov 2022 – Dec 2023

- Implement Cost Management Platform (CMP) system by performing UAT and collaborate with the development team to ensure the system fulfill end-user and stakeholder requirements.
- Utilize SQL to extract data from the database and verify the accuracy of the financial management report.
- Verify data mapping and conversion of customer budget's classification models to ensure compatibility with the new environment and expected outputs.

# Employment History.

## ***Senior Project Executive***

Hong Kong Trade Development Council

— Sep 2021 – Nov 2022

- Gather different parties' requirements and develop interactive dashboards in Tableau to present customer usage rate at HKCEC.
- Collaborate with team members to assist in the preparation of reports, documents, and meeting minutes.
- Monitor constructional project at HKCEC to ensure the project is keep on track.

## ***Administrative Assistant***

The Hongkong Electric Company Limited

— Jul 2019 – Aug 2021

- Extract and transform customer service performance data from CRM and perform data visualization dashboard with tableau to advance customer's experience.
- Implement rigorous data validation processes to maintain data integrity and enhance the quality of the sales report.
- Assist in the preparation and coordination of presentations, reports, and other documents, ensuring accuracy, clarity, and visual appeal.

## ***Online Retail Executive***

Kaylie Business Solutions Co Ltd

— Aug 2018 – Jun 2019

- Review and plan all digital marketing initiatives and strategies to maximize sales on the online marketplace.
- Analysis the latest technology and digital trends to identify potential business opportunities and possible products.
- Collaborate closely with supply chain and sales teams on products and inventory management.