

# Nancy Li

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## SKILLS AND INTERESTS

**Languages:** English, Mandarin

**Technical:** C, C++, MATLAB, Microsoft Office, ModelSim, HTML, CSS, beginner in SQL

**Interests:** Piano (ARCT certified), public speaking, photography, running

## EXPERIENCE

### RBC, Toronto - *Business Analyst*

JAN. 2020 - APR. 2020

- Analyzed current and proposed processes for new-hire onboarding and desk phone provisioning in WM Malaysia to determine any inefficiencies
- Created high-level Visio flows in order to easily compare current and proposed processes
- Enhance the 'first 30 days' experience for new hires by creating a checklist with detailed action items
- Pull data from the ServiceNow database in order to deliver weekly reports on active personal devices and computer recovery to executives
- Close tickets in ServiceNow related to InstaShop Laptop delivery
- Aid the NextGen Solution Delivery Program (NGSD) with planning and logistics for large scale Agile team planning and training events

### Dalhousie University, Halifax - *Research Assistant*

MAY 2019 - AUGUST 2019

- Performed a comprehensive review of regulations and technologies for the management of oily wastes generated from marine oil spills
- Collected extensive research on existing environmental decision support systems and the software and mathematical models used
- Organized and summarized collected information into a professional report, with details on how each system could be improved and adapted in order to satisfy a project deliverable

### Tanvas, Toronto - *ESP Project Team Lead*

SEPT. 2018 - DEC. 2018

- Led a team of 5 students in planning and designing the implementation of Tanvas' haptic technology within a navigation application in order to aid the visually impaired
- Organized team meetings, planned detailed agendas, and assigned roles and responsibilities
- Acted as a bridge for communication between the team and TA

## EDUCATION

### University of Toronto - *2nd Year*

SEPT. 2018 - PRESENT

B.A.Sc in Industrial Engineering, Minor in Business

**CGPA:** 3.82/4.00

### University of Northern British Columbia - *Dual Credit*

JAN. 2018 - APR. 2018

Course: Introduction to Canadian Business

**GPA:** 4.33/4.33

## AWARDS

Governor General's Bronze Medal, Dean's Merit Award, Fairfax Financial Award, Dean's Honour List, BC Excellence Award

## EXTRACURRICULARS

### Hi-Skule - *Mentor*

OCT. 2019 - PRESENT

Explain and promote engineering as a profession and undergraduate program to high school students in the GTA

### Skule Stageband Gold - *Trumpet*

SEPT. 2019 - PRESENT

Perform at multiple large scale school events as well as around the community

### Speech Arts and Drama - *RCM Level 10*

SEPT. 2007 - AUG. 2018

Performed speeches, poems, prose, and dramatic scenes in front of audiences. Performed at Carnegie Hall in 2017