



# CHAN SZE WAI

Olivia



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## EDUCATION

### Hong Kong Baptist University (HKBU)

Bachelor of Business Administration (Hons.)

Major: Applied Economics

Minor: Computer Science

CGPA : 3.27

## LANGUAGES

- Cantonese (Native)
- Mandarin (Native)
- English (Advanced)

## WORK EXPERIENCE

### Digital Transformation Intern, Office of Information Technology for Hong Kong Baptist University

June - August 2023

- Develop an online store from scratch on Shopify for HKBU Chinese Medicine Clinic. (<https://eshop.hkbu.edu.hk/en>)

## ACTIVITIES

### Information Security Group Assignment, HKBU

Apr 2024

- Use Python and PyQt6 to create a file management system that supports passphrase encryption, public key encryption, and public key generation.

### Business Systems Analysis and Design Group Assignment, HKBU

Apr 2023

- Analyze a business case and design a system to provide automation support to the order processing department by using Entity-Relationship (ER) model and logical model.

### Problem Solving using Object Oriented Programming Assignment, HKBU

Nov 2022

- Use Java to write the logic of some mini-games (Sokoban, Land Unter).

### Data Management in Business Group Project, HKBU

Nov 2022

- Utilize ER model to design a database for a business case and implement it using PostgreSQL.

### Strategic Management Group Project, HKBU

Nov 2022

- Did a case analysis for P&G (including environmental analysis, problem identification, and recommendations).

## SKILLS

- Good knowledge of application software
  - Excel
  - Word
  - PowerPoint
- Data analysis
- Chinese word processing
- Programming languages :
  - Python
  - R
  - JAVA (Data Structures and Algorithms, Operating system)
  - SQL (Postgre)