Roman Wu

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EDUCATION

University of Waterloo   Sep 2020 – Dec 2023
Bachelor of Mathematics   Waterloo, ON

SKILLS

Business Knowledge	Data Analysis	Technical	Software/Tools
● Business Requirements Collection	● Data Cleansing	● VBA, Excel	● DAX, Power Query, Power BI
● Supply Chain / Finance Domain	● Data Validation	● T-SQL, SQL Server	● MS SSIS, Visual Studio
● Software Development Life Cycle	● Data Visualization	● Pandas, Python	● Power Apps, Power Automate
● Agile/Waterfall Methodology	● Data Management	● JavaScript/TypeScript	● MS Visio
● Process Mapping	● Data Profiling	● ETL	● Azure Fabric

PROFESSIONAL EXPERIENCES

McKeil Marine   Jun 2024 – Present
Business Analyst   Burlington, ON

- Gathered requirements from Procurement/Risk teams, designing a Power Apps data collection platform integrated with SQL Server. Leveraged Power Automate for notifications and Power BI for visualization, enabling data-driven analysis and significantly improving departmental decision-making capabilities through timely, accessible insights for ship crew management.
- Partnered with operations, technical, and procurement teams to diagnose and resolve NSE (ERP) system issues tracked in JIRA. Developed targeted Power BI reports using DAX with SQL Server/MySQL data to analyze ticket trends and monitor performance, directly contributing to enhanced system stability and continuous process improvements.
- Constructed and maintained dynamic Power BI dashboards leveraging DAX to monitor license and certificate statuses, clearly highlighting upcoming and past expirations. This provided critical visibility, enabling teams to proactively identify compliance risks and implement timely corrective actions, significantly strengthening the company's overall compliance posture.
- Developed a Python-based web scraping tool integrated via T-SQL for automated domain-to-contact matching. This enabled fully automated email distribution and report generation, drastically cutting manual effort by one week per cycle for the finance team and boosting overall operational efficiency within the process by 82%.
- Led cross-functional coordination with Finance, HR, and Operations to map end-to-end payroll processes and pinpoint inefficiencies. Authored detailed technical requirement specifications that guided the successful design and deployment of ADP payroll automation, achieving a 90% reduction in manual workload while significantly boosting process accuracy.
- Re-engineered a dynamic pricing model in Excel utilizing advanced functions (INDEX-MATCH, arrays) and scenario modeling. Collaborated closely with sales, finance, and product teams to unify assumptions, delivering a significantly more flexible and accurate tool, enhancing the speed and reliability of critical pricing decisions across departments.
- Spearheaded requirements gathering from key stakeholders for a complex CRM migration from Salesforce to HubSpot. Executed data export, cleansing, and validation using Python (pandas, regex) to guarantee data integrity, ensuring a seamless, accurate, and successful transition and import into the new HubSpot CRM system.

Harvest Fund Management   Aug 2022 – Dec 2022
Operations Analyst Intern   Waterloo, ON

- Developed robust T-SQL programs based on detailed business requirements, utilizing joins, subqueries, and stored procedures for complex data transformations. This improved data quality metrics by 15% and reduced processing time for critical data mining, cleansing, quality improvement, and report generation tasks by approximately 20%.
- Collaborated with Finance and IT stakeholders to define requirements for and implement automated P&L reports within Power BI. Leveraged complex DAX measures and optimized Oracle data connections, successfully streamlining monthly financial reporting and reducing manual preparation effort by approximately 40 hours per cycle.
- Designed and implemented efficient stored procedures and user-defined functions using T-SQL, incorporating complex joins, window functions, and CTEs per analytics specifications. Enabled the creation of 5 new sophisticated business reports and reduced average query execution time for key analytics tasks by 25%.

T&T Supermarket   Aug 2022 – Dec 2022
Grocery Associate   Waterloo, ON

- Monitored and restocked over 1,000 SKUs across grocery aisles daily by analyzing shelf gaps and backroom stock levels, reducing out-of-stock instances by 15% within 3 months.
- Collaborated with department leads to prioritize high-demand product placement based on seasonal trends and real-time sales data, leading to a 12% increase in sales of promotional items during campaigns.
- Assisted in quarterly cycle counts, reconciling physical inventory with system records with 97% accuracy, supporting better reordering and reducing excess inventory by 10%.