

# Tao Xu

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## Key Advantages:

- 1. Work Eligibility: Legal right to work in Singapore, Australia, China. **No Visa Sponsorship Required.**
- 2. Expertise: 2yrs AI+Data Science + 3yrs Management background; proficient in AI, machine learning algorithms (technical knowledge & practical skills).
- 3. Cross-Border PM Experience: 2+ yrs as PM in high-tech MNC; led complex cross-border/cross-timezone projects to on-time delivery.
- 4. Agile & Compliance Experience: 2yrs+ internet R&D program manager; drove process transformation & digitalization, boosted efficiency, mitigated risks, ensured quality. Familiar with AI/information security compliance frameworks.

## Education

<b>Australian National University (QS:32)</b>	ACT, Australia
Master of computing (Data Science, Machine Learning)	2022 - 2024
<b>University College Dublin (QS:118)</b>	Dublin, Ireland
Bachelor of Business Studies in Management (Honours)	2019 - 2022

## Research & Publications

<b>LLM Safety Testing Framework</b>	(CCLD 2024)
<b>Summary:</b> Proposed a compliance-focused evaluation framework for Large Language Models (LLMs), addressing robustness, security, and privacy. Applied global standards (AI Act, GDPR, NIST, TC260-003, WDTA) to guide safe deployment of AI systems.	

## Work Experiences

<b>AI, R&amp;D Program Manager (Fulltime)</b>	Agora, Inc. (Shanghai Nasdaq: API)	Jul 2024 - Present
<ul style="list-style-type: none"><li>• <b>Conversational AI Program (Sole Program Manager, AI dept.)</b><ul style="list-style-type: none"><li>◦ Reported directly to the COO; built the program portfolio from scratch and designed end-to-end program management processes. Oversaw 60+ R&amp;D/QA team members (direct/indirect) to lead planning, progress tracking, risk management, and cross-functional execution for 15 sub-projects (including Call Center, SIP, STT, Agent, Studio, Benchmark, ASR, and Infrass).</li></ul></li><li>• <b>Meeting aPaaS Project</b><ul style="list-style-type: none"><li>◦ Led <b>end-to-end delivery</b> of S\$10M+ investment project, with 28 person R&amp;D and QA team, Drove project planning, process design, timeline tracking, and workflow optimization while mitigating risks and aligning cross-functional stakeholders for on-time delivery.</li></ul></li><li>• <b>Security, Compliance and Code Audit:</b><ul style="list-style-type: none"><li>◦ Rescued a <b>company-wide source code security audit</b> (44 products), saving <b>\$30K+</b>, <b>1.5 months</b>, increasing deliverables by 40% by realigning stakeholder priorities, vendor negotiation and optimizing delivery workflows.</li><li>◦ Led <b>end-to-end incident response training</b> for R&amp;D—sourcing vendors within 2 weeks and tracking outcomes—to boost security readiness.</li><li>◦ Ensured <b>100% process continuity during restructuring</b>, standardizing workflows and enabling cross-team support with a <b>24hr SLA</b>.</li></ul></li><li>• <b>Core Responsibilities:</b> JIRA workflow, Rootcause analysis, daily standups, stakeholder coordination, customer management, product delivery, milestone management, project planning, process design, progress tracking, risk assessment, workflow optimization, and cross-functional execution governance.</li></ul>		
<b>Team Manager (Intern)</b>	AIDX TECH (Singapore)	Nov 2023 - Jul 2024
<ul style="list-style-type: none"><li>• <b>Led a cross-functional team</b> to build the Model evaluation and AIGC detection page, achieving 0% to 90% project completion rate. Improved algorithms for enhanced performance by identifying bottlenecks and designing solutions.</li><li>• <b>Implemented agile methodologies</b> to break down project objectives into measurable tasks, ensuring collaboration and timely milestone delivery. Tracked project progress using data-driven metrics to support decision-making.</li><li>• <b>Analyzed user requirements</b> to develop the AIGC detection front-end, aligning interface design with user needs and optimizing the business impact of the detection system.</li></ul>		
<b>Data Analyst &amp; Web Developer (Intern)</b>	Contour Advisory (Canberra, Australia)	Nov 2023 - Feb 2024

- Delivered a web hosting intelligence report by evaluating top-tier services using data analysis, enhancing decision-making for clients.
- Improved website performance by 20% through front-end optimization using React.js and modern JavaScript best practices.

Team Leader, Business Analyst (Intern)

Practera (Melbourne, Australia)

Sep 2023 - Oct 2023

- Led team in delivering a Growth Strategy Initiative for youth projects, aligning outputs with client goals through data analysis and ML techniques.

Research Intern

Zhejiang University (Hangzhou, China)

Feb 2022 - Mar 2022










- Preprocessed image data (ImageNet, MNIST) and optimized classification models (ResNet, VGG16) for research on AI vision systems.

Awards and Co-Curricular Activities

SET4ANU Mentor (ANU)	2024
Top 5% Paper in 6th ANU Bio-inspired Computing Conference	2023
Course representative: Data wrangling & Neural Networks, Deep Learning and Bio-inspired Computing	2023
President of Student Union	2020
Charity Excellence Award Outstanding Heart of service	2020
Co-Leader of International Disadvantaged Child Help Group	2019
First Prize, Best Idea in marketing presentation	2019

Skills

**Project Management:** PMP Certification, Agile, Water-fall, Kanban, Jira, Confluence, Lean Six Sigma, SWOT

**Programming Languages and Tools:**  Python,  R,  JavaScript,  TypeScript,  PostgreSQL,  Java,  Tableau,  git,  Jira ,React.js, JavaFX

**AI/ML:** Neural Networks, NLP, PyTorch, LLMs, scikit-learn

**Data:** Data Wrangling, Warehousing, Mining

**Languages:** English (proficient), Mandarin (native)