

Professional Qualifications

- Detailed-Oriented Financial Analyst with background leveraging Management and Accounting
- CFA Level 2 Candidate, Charter Financial Analyst Level 1- Completed
- Full scholarship graduate from MBA and MS in Finance Program;
- Rapidly adapt to new technologies and possess expertise in SAS, SQL, Excel, PowerPoint and Office
- Solid knowledge of Generally Accepted Accounting Principles(GAAP) and International Financial Reporting Standards(IFRS)
- Bilingual Speaker Fluent in English and Chinese, Excellent Oral and Written Communication skills
- Strong Analytical Skills and history of excellence in: Information Mapping, Technical Writing, Financial Modeling, Data Analysis, GAAP/IFRS Compliance, Risk/ Quantitative Analysis, Valuation, Fundamental Analysis, Financial Statement Analysis, Due Diligence, Trend Forecasting, Statistical Software Tools and Executive Presentations

EDUCATION

West Virginia University,
Morgantown, WV, 05/ 2014
Master of Science in Finance
GPA: 3.4 / 4.0
Full Scholarship Graduate

West Virginia University,
Morgantown, WV, 08/ 2013
Master of Business Administration
GPA: 3.8 / 4.0
Full Scholarship Graduate

Xi'an International University,
Xi'an, China, 06/ 2011
English Literature and Communication
GPA:3.9 / 4.0
The 2nd Prize for National Scholarship

Data Analysis Expertise: 4+ years of proven success in fundamental analysis, financial statement analysis, financial modeling, internal and external reporting and investment valuation. Known as a detail-oriented, organized, engaging self-starter, problem solver and quick learner with strong analytical skills and excellent oral and written communication skills. Expertise in SAS, SQL, Advanced Excel, Quantitative& Qualitative analysis and Executive Presentations. Built reputation for adding value through:

- Solid knowledge of business analysis concepts
- Rapidly adapt to new technologies and possess expertise with MS Word, PowerPoint, Excel, SAS and Broad range of statistical tools
- Attention to detail and ability to work in a pressured time sensitive environment
- Experience running complex and high volume ETL Processes

Technical Writing Expertise: 6+ years of history of excellence on gathering, writing, validating, critiquing and updating documentation including Annual Reports, Executive Reports, Due Diligence Package, training material, end user documentation, operations manuals and technical user guiders. Ensure the final version is well organized, professional and meets all internal and external requirements.

Project Leadership: 3+ years of project leadership and profession with vision building, nurture collaboration, performance promotion, conflict resolution and team motivation. Skilled in information mapping, executive presentation and project organization.

WORK EXPERIENCE**Business Analyst, Asia Television Limited- North America**

New York, NY

- Support internal reporting and executive dashboards on monthly financial results and support planning, budgeting and analysis of actual against forecast
- Monitor source data feeds, review exception reports, create ad-hoc reports for internal clients and respond to client inquiries 10/2014-
- Define and implement data quality controls, workflows, and problem escalation and correction procedures.
- Perform quantitative data analysis using multiple, complex data sources
- Manipulate and summarize data into meaningful deliverables and prepare comprehensive presentations and monthly management reports on various topics (business continuity, development strategy, expense management, revenue management, contingent resources, training programs and communication channels etc)

Revenue Analyst, Goldenschild Investment Group

New York, NY

- Built the internal and external financial statements and managed accounting, controls and analysis 05/2014-10/2014
- Reviewed financial transactions, sales contracts and business practices, identified revenue risk and developed revenue control plans
- Developed comprehensive reports, abstracts and charts to present data and guide investment strategies
- Collected, inspected, verified and reconciled financial statements prepared by accountants and amended revenue analysis
- Presented weekly reports to Senior managers through quantitative and qualitative analysis in PowerPoint and Prezi presentation

Finance Intern, Whitford Holdings, LLC

Philadelphia, PA

- Conducted financial feasibility analysis and fundamental analysis of a multi-use facility 02/2014-05/2014
- Created revenue sources and estimated future revenue , cash flow and growth rate under 'on-average', 'best-case', 'worst-case' scenario
- Composed business plan, marketing strategies, evaluated funding options and estimated costs, established revenue sources
- Created financial Statements and analyzed data, conducted quantitative analysis to forecast revenue, identify cost and growth rate, and assess risks associated with capital expenditures, expansions, merge and acquisitions opportunities
- Estimated firm value by discounted cash flow valuation, comparable company valuation method

Graduate Assistant, West Virginia University, College of Business& Economics

Morgantown, WV

- Assessed the Chinese market of higher education, expanded target market to top 15 cities in China 09/2012- 05/2014
- Attracted 136 Chinese applicants through creative marketing campaign, assisted in improving MBA program ranking to top 100
- Translated courses and Sino- American meetings for visiting scholars and Chinese executives, arranged their daily activities
- Collected and overwrote CFA Level 1 exercises as 'Academic Professional Force' member for 'cfaspace.com'

Account Executive, Outsourced Marketing Group

New York, NY

- Increased regional sales for Samsung LED TV and financial services of Cadence through direct marketing 05/2013- 09/2013
- Developed successful business relationships and implemented sales programs to meet specific needs
- Managed new business development, service expansion and account profitability

Investment Analyst, Investment Promotion Office,

*Zhejiang, China
01/2011-05/2012*

- Investigated companies and analyzed economic and market trends
- Analyzed companies based on financial statements information and credit tracking
- Estimated sales revenue, growth rate and profit margin, analyzed the investment
- Projected progress documentation and updated schedule, identified and commented on key investment issues at managerial meetings
- Collaborated closely with 8 business teams to make strategic plans of new investment, accomplished 4 projects worth of \$1.5 million

Accounting Intern, Cat Emperor Import & Export Corp.

*Shanghai, China
05/2010- 09/2010*

- Assisted managers and CFO with auditing and documenting monthly and financial reports
- Taxed assessable income, capital gains deductions and substantiation and individual offsets
- Prepared, updated and completed balance sheet, income statement and cash flow statements, closing entries and internal control system to allow final statements and bank reconciliation to be completed
- Evaluated firm performance and compared with industrial competitors
- Analyze financial statements and evaluate market value of the firm

Leadership Achievement

Association for Corporate Growth MBA Case Competition

02/2014-04/2014

- Estimated company value through discounted cash flow method and comparable company method
- Analyzed acquisition offer under 'company accept offer' scenario and 'company reject offer' scenario
- Offered Merge & Acquisition strategies to Private Equity Professionals with PowerPoint Presentation

Finance Tutor, West Virginia University

09/2013-05/2014

- Instructed and tutored 45 undergraduate students in Microeconomics, financial accounting and corporate finance

Private Equity Simulation, West Virginia University, Up All Night

01/2014-02/2014

- Worked as private equity firm, competing against generalist firm and strategic buyers with senior management team,
- Analyzed financial statements, adjusted forecasts for the target company responded to the last-minute bidding activity.