

## **Cheng Sun**

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### **Education**

Drexel University

Bachelor of Science in Business

Finance Concentration

Philadelphia, PA

Administration Anticipated Graduation -2014

### **Honors and Awards**

Dean's Scholarship, Drexel University

### **Skills**

- Software: Microsoft Access, Excel, PowerPoint and Word; Adobe Photoshop, Info Path, PHStat, AutoCAD2011, Pro Engineering
- Language: Chinese (fluency), Japanese (medium), Korean (medium)

### **Work Experience**

#### **Cargill Animal Nutrition, China**

Regional Sourcing Coordinator

Nanjing, Jiangsu, China

September to March, 2012-2013

- Support RMS daily work including execution of research, data analysis, and preparing Reports/recommendations. Improved my research, analysis, communication and excel skills
- Implement importing Chinese products to other countries and follow up import/export docs/delivery
- Do a contributed project called Supplier Mapping. Many researching and auditing in this project that is improved my financial analysis and auditing skills
- Be the bridge of supplier and CAN abroad, gather and evaluate vendor quotes and coordination services
- Consolidate export volume and value for saving contribution calculation

#### **CITI Bank**

Risk Operations Analyst

Shanghai, China

June to August, 2010-2011

- Coordinate with Region Operational Risk Event (ORE) Coordinators that are assigned to product, operations and technology to ensure compliance with Operational Risk Management Procedures
- Coordinate with Finance to establish oversight and a reconciliation process between EDCS events and financial records
- Escalate trends to the appropriate Control and Risk staff for tracking and resolution
- Ensure integrity of data reported within EDCS and identify links to MCA entities and businesses

### **PROJECT EXPERIENCE**

Project Management and Financial Forecast, Drexel University

January to March 2013-2014

Analysis the Future development about Project Tango

- Research the background about this product Tango to know what is project Tango
- Through search their news, numbers and their annual report to analysis their business strategy and SWOT analysis
- Do an Industry analysis that include Competitive Forces, Economic Forces, Technological Forces, and Sociocultural Forces
- Do a Control and Evaluation to forecast Project Tango's future development

### **ACTIVITIES**

2014, Sunny Dream Education Fund activity to "Hope Primary School"

2013, Established Sunny Dream Education Fund that is a foundation to help poor student back to school

2013, Drexel Finance and Investment Group Member

2012, Volunteer for Beijing Olympics

2011, Drexel University Civic Engagement-Planted Trees