

Education

Master Degree: Master of Business Administration (MBA)

University of Dubuque – (Dubuque, Iowa)

07/02/2014

Bachelor Degree: Business Administration

University of Management and Technology – (Arlington, Virginia)

09/25/2009

Associate Degree: Business Administration

National Defense University – (Taipei, Taiwan)

07/01/2005

Work History

International Student Assistant

University of Dubuque International Office (Dubuque, Iowa)

01/2014 - 07/2014

- Selected to help with international student orientation due to exceptional group dynamic skills.
- Helped facilitate student awareness of campus events, programs and services to foster a sense of belonging.
- Arranged foreign Asian students build friendships with American students.

Company Commander

Taiwanese Army (Hsinchu, Taiwan)

03/2012 - 07/2013

- Served as a Company Commander of Light Infantry Company, who was responsible for the health, welfare, training and morale of 120 soldiers.
- Planned, resourced and assessed collective training data for brigade which led to increased unit readiness and resulted in life saving aid being administered during disasters.
- Improve accountability and operational readiness for 120 different types of MTOE (Modification Table of Organization and Equipment) property valued at \$ 3 million, increasing 33% efficiency.
- Managed soldiers to execute multifaceted missions which helped local government administer lifesaving resources during typhoons and earthquakes; provided excellent logistical support from careful data analysis to allow other relief units success in executing orders.

Transportation Officer

Taiwanese Army (Hsinchu, Taiwan)

06/2011 - 03/2012

- To draw operational plans to facilitate a more streamlined management process for the chain of command due to superior problem solving skills.
- Successfully streamlined transportation logistics to allow for meeting all deployment timelines and budget requirements; Developed logistical contingency plans.
- Arranged and coordinated vehicular maintenance schedule for over 100 vehicles to keep all Brigade vehicles at optimum readiness, and increasing energy efficiency by 18%.
- Coordinated driver safety training for all soldiers in the brigade and created a cost analysis management system of all related transportation expenses.
- Ensured transportation of material and personnel was done in a timely, cost effective manner and trained the supervisory staff members in logistics execution.

Information Intelligence Officer

Taiwanese Army (Taipei, Taiwan)

06/2009 - 06/2011

- Reviewed files, records and other documents to obtain information and respond to requests, managed annual external audit, decreasing 20% cost of organization.
- Matched purchase orders with invoices and recorded the necessary information.
- Accessed computerized financial information to answer questions related to specific accounts.

Platoon Commander

Taiwanese Army (Taipei, Taiwan)

05/2008 - 06/2009

- Trained 30 soldiers in all infantry tasks and soldier disciplines, led them get skill of infantryman.
- Complete project with 30 soldiers in quality and punctuality, follow project management process, increasing efficiency by 30%.

Personnel Administration Officer**Taiwanese Army (Ilan, Taiwan)****07/2005 - 05/2008**

- Responsible for personnel data of 800 soldiers in the organization as well as logistical management of new soldier training.
- Created an orientation plan for new soldiers that helped the battalion commander meet both budget and recruitment goal, Improve recruit rate by 40%.
- Provided excellent career advice and tailored training arrangements after careful data analysis, prompt over 200 people extend their military career.
- Assigned tasks to associates, staffed projects, tracked progress and updated managers, partners and commander as necessary.

Crew Member**McDonald's (Taipei, Taiwan)****07/2002 - 07/2003**

- Helped customers through the order process with pleasure and joy.
 - Operated the cash register, cleaned the restaurant, make sure customers enjoy their meal.
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Additional Information

- Speak fluent English, Chinese and Taiwanese, extensive hiking experience, involving Midwest traditional outdoor sport.
- With broad background in operations, project and risk management. Enthusiastic team player dedicated to process improvements and staff development. Experienced in management skills with over eight years of in high pressure, problem solving scenarios.