Zhicheng Xie

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**PROFESSIONAL PROFILE**

Proficient in Python, VBA VB & C# and RPA technologies such as UiPath. Strong problem-solving and communication skills, with a track record of successfully collaborating with teams to deliver high-quality solutions. Seeking opportunities to utilize my expertise in different fields, optimizing performance, and resolving technical issues.

**PROFESSIONAL SKILLS**

* **Project management**
* **Business analysis**
* **Financial automation**
* **Business process modelling**
* **Stakeholder management**
* **Cross-functional collaboration**
* **Workflow optimisation**
* **Problem solving**
* **Attention to detail**

**TECHNICAL SKILLS**

* Programming: **R** ● **C++/C#** ● **Python** ● **VB.net** ● **JAVA** ● **RPA (Robotics Process Automation) UiPath**
* Analytics: **SQL** ● **MS Excel** ● **Power BI**

**EMPLOYMENT HISTORY**

**Zhicheng Accounting firm** *-* **IT CONSULTING (Remote) |** 2021 – 2023

* Developed and maintained KPI tracking dashboards.
* Automated result checking in DINGXINNUO accounting software using UiPath scripting.
* Simplified bookkeeping processes through collaboration with accountants and UiPath automation.
* Optimized and cleaned data using Python for improved analysis.

**IT CONSULTING (Freelance)** | 2019 – 2021

* Implemented RPA technology to replace bookkeeping tasks, reducing manual effort by 50% and increasing accuracy.
* Conducted data analysis to identify trends, patterns, and improvement opportunities.
* Created and maintained project documentation, including plans and status reports.

**Deloitte** - **IT CONSULTING (FULL TIME) Senior Associate consultant**

***CLIENTS:*** *(On site)* *Jia Xing Minth Group Ltd – China* | Sep 2018 – Dec 2018

* Collaborated with leaders to design the specification document template for the project, ensuring clear and concise communication of project requirements to stakeholders.
* Led and provided guidance to contract workers throughout the project, ensuring successful completion of project goals and milestones.
* Spearheaded the implementation of RPA technology to automate repetitive accounting tasks, resulting in a 90% reduction in manual effort and increased accuracy.
* Developed and maintained RPA workflows using UiPath, creating bots for data entry, report generation, bank reconciliations, and invoice processing.
* Developed a testing framework for the project, improving efficiency and reducing errors during the testing phase.
* Monitored RPA performance and analyzed key metrics to identify areas for optimization and efficiency gains.
* Used Python to clean and optimize data processing, enabling smoother data analysis and streamlined workflows.

**PwC - IT CONSULTING (FULL TIME) Associate consultant  
*CLIENTS:*** *(On site) Nippon Life Insurance Company (日本生命保險相互會社) – Tokyo Japan* | Jun 2018 – Sep 2018

*(On site)* *SMBC Sumitomo Mitsui Banking Corporation (三井住友銀行) – Tokyo Japan* | Mar 2018 – Jun 2018

*China Traffic No.1 Highway Engineering Bureau Limited Company – Shanghai China* | Oct 2017 – Feb 2018

*TEPCO Tokyo Electric Power Company (東京電力) – Shanghai China* | Jul 2017 – Oct 2017

* Collaborated with leaders to design the specification document template for projects, ensuring clear and concise communication of project requirements to stakeholders.
* Led and provided guidance to contract workers and local Japanese co-workers throughout projects, ensuring successful completion of goals and milestones.
* Spearheaded the implementation of RPA technology to automate repetitive accounting tasks, resulting in significant reductions in manual effort and increased accuracy.
* Developed and maintained RPA workflows using UiPath, creating bots for data entry, report generation, bank reconciliations, and invoice processing.
* Developed testing frameworks to improve efficiency and reduce errors during the testing phase.
* Monitored RPA performance and analyzed key metrics to identify areas for optimization and efficiency gains.
* Used Python to clean and optimize data processing, enabling smoother data analysis and streamlined workflows.

**PERSONAL ATTRIBUTES**

* Strong analytical skills with the ability to gather and consolidate requirements from various teams of clients.
* Proficient in a commercial software development environment with a strong understanding of software development lifecycles.
* Familiarity with Agile/Scrum as well as waterfall methodologies and practices.
* Knowledge of software version control systems such as Git & SVN.
* Strong understanding of Microsoft C# VB, .NET Framework.
* Skilled in SQL Server and Entity Framework for database management.
* Ability to work effectively in a team, demonstrated by successfully leading and collaborating with contract workers and local Japanese co-workers.
* Detail-oriented with a focus on developing and maintaining formal projects, including designing specification documents and testing frameworks to improve the program's robustness.
* Highly adaptable and able to take on new challenges, as demonstrated by successfully designing and developing a new system for automatically downloading bank records and changing errors between bills.
* Excellent problem-solving skills, as evidenced by identifying and fixing high-severity bugs in programs and developing a log system to track original data and improve workflow efficiency.

**EDUCATION & QUALIFICATIONS**

**Master of Commerce Major in Applied Finance** | University of Queensland | Aug 2021 – Nov 2022

**Bachelor of Software Engineering** | Dalian Maritime University | Aug 2012 – Sep 2017

**Professional Data Science** | Harvard University & EDX (Online) | 2021

**CERTIFICATES**

**The Fundamental of Digital Marketing** | Google Digital Garage| 2021

**Individual Support (Aging Care)** | Celtic Training | 2023

**Develop Your Data Analysis Skills** | LinkedIn Learning | 2021

**RPA Developer Foundation Diploma** | UIPATH | 2017

**COMMUNITY & VOLUNTEER EXPERIENCE**

**Rotary Australia** | Volunteer | 2021

**UQ-MCSLC (UQ Master of Commerce Student Led Committee)** | President | Jul 2022 – Dec 2022

**UQ-MCSLC (UQ Master of Commerce Student Led Committee)** | Vice President | Feb 2022 – Jul 2022

**Dalian Volunteer Association** | Volunteer | 2012 – 2013

**AWARDS**

**University Students' Public Welfare Entrepreneurship Competition** | Special Prize | 2015

**Dalian Maritime Mathematics Competition** | Second Prize | 2015

**Summer Social Practice** | Top Ten Team | 2015

**College Students' Innovation Industry** | Provincial Level | 2014

**"Dalian Port Passenger Cup" Case Analysis Competition** | Third Prize | 2014

**Mathematical Modelling** | Provincial Level 2, 3 Prizes | 2013, 2014

**Dalian Volunteer Association** | Star Volunteer | 2013

**LANGUAGE PROFICIENCIES**

**English** – Fluent ● **Chinese** – Mother Language ● **Japanese (Daily)** – Intermediate ● **Japanese (Commercial)**