JAY LEE

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PROFESSIONAL SUMMARY

Highly dedicated, intuitive, and problem-solver professional with a comprehensive background in data analysis, data visualization, and statistics due to being an active learner and driven researcher, constantly combining theory and practice on diversified studies to better understand the data analysis field. Adept at defining project scope, specifications, timeline, and resources, from planning through project completion. A collaborative individual who builds and maintains lasting relationships, leveraging excellent communication skills to converse with clarity and inspire individuals with diverse expertise.

Core Competencies: Data Analysis | Database Management | Statistical Data Models | Research & Development | Cross-functional Team Leadership | Business Analytics | Econometrics | Project Management | Problem-Solving Skills | Vision and Strategy | Analytical and Conceptual Thinking | Adaptability | Interpersonal Communication

Technical Acumen: Python | R | SQL | Excel | Stata | Tableau | MATLAB | Jupyter Notebook | LaTeX | Git

EDUCATION

MRes in Analysis & Policy in Economics – Paris School of Economics, Paris, France – Current

MA in Economics – University of Toronto, Toronto Canada – 2020

BSc in Economics, Minor in Math – Queen's University, Kingston, Canada – 2019

PROFESSIONAL EXPERIENCE

OECD — PARIS, FRANCE
INTERN ANALYST — 2025

- Contributed to the management of the Health Care Quality and Outcomes database by validating, and harmonizing large international datasets; strengthened data reliability and usability for cross-country comparisons of healthcare performance
- Analyzed healthcare indicators and statistical trends across OECD member states, applying econometric and statistical techniques to evaluate disparities and outcomes; delivered findings that enhanced the evidence base for policy discussions
- Assisted in the drafting of OECD health reports, transforming complex data into clear, accessible narratives and visualizations; improved the communication of analytical results for policymakers and stakeholders

INSTITUTE FOR INTERNATIONAL ECONOMIC STUDIES — STOCKHOLM, SWEDEN
RESEARCH ASSISTANT — 2023 – 2024

- Efficiently analyzed data from 150,000 Swedish firms, employing advanced statistical methodology, and used outputs for research project purposes; increased robustness in statistical analysis providing meaningful insights
- Performed comprehensive data collection, evaluating a variety of records, and data cleaning processes ensuring data accuracy, completeness, and consistency enhancing the quality of data and overall efficacy of projects
- Developed suggestions and provided excellent solutions to problems related to data management and statistical analysis, contributing significantly to the efficiency and effectiveness of statistical analyses resulting in improved project outcomes

UNIVERSITY OF TORONTO — TORONTO, CANADA
TEACHING ASSISTANT — 2019 – 2020

- Coordinated with the professors to prepare all assignments and activities to ensure they fulfilled all requirements; assumed responsibility for being aware of and obeying the academic regulations and correct procedures involved with the role.
- Supervised 300 students for exam proctoring and held office hours to advise students with assignments while strictly adhering to university policies encouraging transdisciplinarity through blending various teaching strategies.
- Promoted an interactive learning environment, evaluated, and graded various student materials, including assignments, exams, and term papers, and reviewed and reported on each student's progress individually.

QUEEN'S UNIVERSITY — KINGSTON, CANADA
RESEARCH ASSISTANT — 2019

- Created and gathered databases on Canadian politics, the economy, and education, including those on election outcomes, economic data by riding, characteristics of city council members, and school directories.
- Strengthened analytical abilities and gained expertise with several statistical tools and languages, like Python, through web-scraping data from various online sources while providing administrative project support to ensure high-quality results.
- Increased the quality of datasets by doing kurtosis analysis, surveying more than 2000 politicians by e-mail, and running descriptive statistics in a statistical program to find missing data and outliers.

ADDITIONAL INFORMATION

Spoken Languages – English – Fluent; Korean – Fluent; French – Beginner.