

Shi Yu (Dion) Dong

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EDUCATION

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Master of Science Information Technology Auditing & Cyber Security, July 2018

Member, Association Information Systems, 2016 – Present

Member, Information Systems Audit and Control Association 2017- Present

Bachelor of Business Administration

Accounting / Minor: Management Information Systems, GPA: 3.33 / May 2017

SELECTED PROJECT:

Temple Analytics Challenge AmerisourceBergen Project Team Leader

November 2016

- Consulted with teammates to use RStudio to analyze pharmaceutical business data provided by world's largest pharmaceutical company and identify new product categories by utilizing advanced Excel functionality
- Assigned team work to three team members and consulted any conflict or issue among team members
- Constructed visualization reports based on the integration of data on product sales and demonstrated by utilizing data mining from RStudio, so that pharmaceutical stores can increase 20 % of revenue annually

EXPERIENCE:

TEMPLE UNIVERSITY, Philadelphia, PA

May 2017 - Present

Data Entry Clerk

- Analyzed technical support and recommendations for University International Admission Office to oversee admitted student documents and ensure timely issuance of acceptance letters
- Created and mailed up to 50 student acceptance letters daily using Microsoft Excel and Access mail merge
- Dealing with a daily average of 50 general inquiries via walk-ins, emails, and telephone in resolving issues related to student applications and visas

GAUZE, Philadelphia, PA

May 2017 - August 2017

International Research Intern

- Conducted 20 hospital data searches weekly on healthcare systems and delivered essential information to first global database of hospitals
- Collected and evaluated medical service information in China for up to 100 hospitals in two months in order to develop medical planning strategies resulting in an average of 20% saving cost per patient
- Contacted the World Health Organization to obtain specific hospital information such as blood bank data, then imported relevant information into hospital database to create software applications for patients

CHINA KING RESTAURANT, Indiana, PA

Summer 2014, Summer 2015

Assistant Manager

- Managed 100 orders of daily food & beverage operations for quick-services China food restaurant with ten employees and \$400 thousand in annual revenue, including oversight of all materials and system functions
- Supervised all monthly financial transactions valued approximately \$20,000 with suppliers and vendors
Managed restaurant inventory, including cooking supplies and food products to meet customer demand
- Discussed customers feedback with ten employees in order to design business strategies and implementations resulting in 20 % improvement of restaurant revenue and customer satisfaction

SKILLS & LANGUAGES:

- Database Management: Microsoft Access, MySQL, SAP (Beginner)
- Web Development: Justinmind , RStudio, Python (Beginner)
- Operating System: Linux
- Mandarin – native in written and spoken fluency