**EDUCATION**

**Fox School of Business, Temple University Philadelphia, PA, USA**

*Bachelor of Business Administration in Management Information System*

* GPA: 3.25
* Graduated in December 2017
* *Relevant Coursework***:**
  + Project Management, Enterprise IT architecture, IT Strategic Management, Business analytics, Data Analytics: SQL & R, Data centric application: PHP & SQL

**SKILLS, ACTIVITIES, LANGUAGE**

**Technical Skills:** HTML, CSS, PHP, SQL**,** Python,R,JavaScript, Tableau, Microsoft Project

**Activities:** Temple Analytics Challenge 2015, 2016; Active Member of Association of Info. System

**Interests:** Choral singing; musical instruments; Biking; Photography

**Languages:** Mandarin and Cantonese (Native)

**WORK EXPERIENCE**

**Guangzhou Super Grand Electronic Technology Co., Ltd** **Guangzhou, China**

*SEO and Digital Marketing Intern* June 2017 – August 2017

* Assisted in SEO, product upload and implementation in all e-commerce presences
* Collaborated with the marketing team to assist in strategic planning and industry competition
* Analyzed product reviews to create customer reports for the marketing team

**[Project] MIS3504 – BeHeardPhilly (BHP) Philadelphia, Pennsylvania**

*Business Analyst* Spring 2016

* Created an account management system for participants to create and manage profiles
* Prototyped a dynamic heat map and bar charts on the website to distribute surveys results
* Developed a rewarding points system for redemption of survey rewarding points

**Fox School of Business, Temple University** **Philadelphia, Pennsylvania**

*Research Analyst Intern, Department of Prospect Research* October 2016 – December 2016

* Retrieved basic biographical and professional information of Fox alumni using various tools like the internet and university database
* Identified prospective donors through analysis on alumni’s background data
* Reviewing the retrieved data to delete duplicated record

**Temple University** **Philadelphia, Pennsylvania**

*Project Research Assistant* June 2015 – June 2016

* Transcribed five one-hour long audio materials from Cantonese to English per day
* Generated visualized, qualitative data using Excel and DeDoose analyzing tool

**AWARDS/HONORS**

* *Professional Achievement Badge: MASTER* by Fox School of Business October 2017
* *Third Place, Information System Integration*, Capstone Project – Impulse App Fall 2017
* *Providing Excellent Customer Service* by University Housing May 2017