SUMMARY

Experienced Business Analyst with over 5 years of expertise in digital technologies, platforms and IT industry. Certified Amazon Solutions Architect, skilled in developing business requirements and process models. Strong analytical and communication skills for achieving business goals.

EXPERIENCE

ANU Sport and Recreation Association Inc.

Business Analyst Intern

- · Conducted business analysis, including market demand, revenue streams, and positioning.
- Evaluated the **financial viability** of the project, and successfully developed a detailed project proposal.
- The Esports Lounge plan, with a budget over **90,000 AUD**, was approved and moved to the next stage.

Carbon Neutral

Data Analyst Intern

- Provided insights from industry data, leading to a **7% increase** in the potential customer pool.
- Utilized **Excel** and **R** for regression analysis, hypothesis testing, and correlation analysis.

Virtual Contact Centre Limited

Intern

- Performed in-depth market research on the adoption and usage of Microsoft 365 across industries.
- Assisted in studies related to **digital transformation** and improved the company's competitive edge.

Morgan Stanley

Workplace Support Service / System Engineer

- Resolved cross-departmental IT issues and maintained systems, servers, and networks.
- Regularly checked and ensured the functionality of the trading system, achieving 100% uptime, and reduced downtime to less than 4% during the office relocation.
- Developed automated tools using Python and VBA that streamlined complex workflows.

NTU Computer and Information Networking Center

Help Desk Support

- Resolved hardware and software issues and addressed technical problems effectively.
- Held the National Problem Solving Contest on Internet and performed server and equipment checks.

SKILLS

General:	Microsoft Excel, Tableau, Lucidchart, Amazon Web Services
Programming:	Python, Java, SQL, R, VBA
Project Management:	Agile, Waterfall, Requirement Gathering, Stakeholder Management
Business Analysis:	Use Case Diagrams, SWOT, Five Forces, PESTLE, DFD, Business Model Canvas
Certificate	AWS Certified Solutions Architect – Associate, Google Advanced Data Analytics
Soft Skills:	Problem-solving, Communication, Critical Thinking, User Story Writing

EDUCATION

Australian National University (ANU) Master of Business Information Systems	2022-2024
National Taiwan University (NTU)	2017-2021
Bachelor of Science in Communication	

EXTRACURRICULAR EXPERIENCE

ANU Taiwanese Student Association	Canberra, ACT
President	2023
Successfully organized and coordinated social events and increased the association	's membership.
Student Association of Bio-industry Communication Department	Taipei, Taiwan
Head of Sports Department	2018-2019
 Managed the sports department and allocated resources effectively. 	
National Taiwan University Communication Camp	Taipei, Taiwan
Event Staff	2018
 Drovided support to event participants and ensured smooth operation of activities 	

Provided support to event participants and ensured smooth operation of activities.

Taipei, Taiwan

2019-2021

Melbourne, VIC

Canberra, ACT

2024

2023

2022

Perth, WA

Taipei, Taiwan

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