

# Dongqing(Amanda) Xiao

109 felix street · Santa Cruz, CA, 95060

dongqingx92@gmail.com

(412) 330 - 9456

## SUMMARY OF QUALIFICATION

---

- Programming Skills: R, Python, STATA, SQL, LaTeX
- Tools: Microsoft Office: Word/PowerPoint/Excel; Google Drive, PhotoShop, Dreamweaver
- Language: Proficiency in English, native in Chinese
- Marketing, Customer service, Data Analysis Experience
- R and Python Project Experience

## EDUCATION

---

**University of California Santa Cruz, Santa Cruz, CA** December 2017

**M.S. in Applied Economics and Finance** 3.76/4.0

**Relevant courses:** Finance, Intermediate Accounting, Financial engineering, Applied Econometrics, STATA, R

**School of Management and Economics, Beijing Institute Of Technology, Beijing, China** June 2015

**B.A. in International Economics & Trade** 3.57/4.0

**Relevant courses:** Finance, Corporate finance, Database management system, International Marketing

## WORK EXPERIENCE

---

### Data Analyst Intern

**American Nonprofits**

June 2017 - September 2017

- Improving risk rating model to evaluate the financial risk of nonprofits organization
- Redesigning external marketing material
- Do Data Visualization to help customer understand data information

### Site Merchandiser Associate

**Amazon.Inc, China**

July 2014 - February 2015

- Participated in **Kindle** product promotion events such as confirming bundle and campaign
- Organized and coordinated 10 teams to set up an online store on both Amazon and Alibaba platform
- Analyzed sales data and proposed solutions to improve promotion strategy
- Reconcile accounts with accounting team

### Business Manager Associate

**Tianjin Super Light International Trading Co., Ltd., Tianjin, China**

July 2015 - June 2016

- Assisted with setting up online store, and making an operating procedure
- Strove to increase market size by communicating with customers directly
- Assisted management with office tasks

## ACADEMIC RESEARCH

---

### Analyzing U.S direct investment to developing countries by R

March 2017

- Identify a data set from Bureau of Economics Analysis, creating tidy data to do research
- Using delicate graph together with careful explanation to show the research results
- Using Rmarkdown to produce an HTML report

### Analyzing HR dataset by Python

June 2017

- Creating tidy dataset about Human resource to analyze staff structure
- Using cluster, logit and random forest method to find the reason why some employees leave
- Do basic data visualization such as heatmap, histogram and scatter

### The development and current situation of Amazon's cross-border e-commerce platform operation in China

May 2015

- Analyzed Amazon's cross-border operation model, strategies and activities through practical investigation