

A-MEI (AMY) PAN

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SKILLS	
Project Management and Leadership: <ul style="list-style-type: none">• Oversaw Einstein Project (500K USD) on overhauling IT systems integration• Successfully won bid for Newton Project (600K USD)• Coached 120 new employees including technical and customer services staff• Project Management training (PMP) certification	
Problem-solving and Communication: <ul style="list-style-type: none">• Led engineers in defining clients' inquiries for use of customer services staff• Performed failure analysis; anticipated possible corrective measures before strategy was implemented• Conducted literature review of technical issues and development	
Technical Skills: <ul style="list-style-type: none">• Microsoft Office, Microsoft Project, Microsoft SharePoint• PHP, SQL, XHTML, CSS	
WORK EXPERIENCE	
2012-2016	IT Project Manager, Rosewood Solutions Ltd. Taipei, Taiwan <ul style="list-style-type: none">• Took charge of 500K USD project rolled out in major banks across Taiwan• Successfully won bid for 600K USD project (success rate 8% out of 35 applications)
2011-2012	Assistant IT Project Manager, Rosewood Solutions Ltd. Taipei, Taiwan <ul style="list-style-type: none">• Promoted to IT Technician to Assistant IT Project Manager, selected from over 25 candidates• Analyzed system requirements and developed restoration system• Enhanced system efficiency by 15%• Drafted documentation distributed to all IT staff members
2007-2011	Part-time Work and Internships, Taipei, Taiwan <ul style="list-style-type: none">• Barista, New York Café (part-time, 2 years and 4 months)• Research Assistant, National Acacia University (part-time, 9 months)• IT Intern, Almond Ltd. (full-time, 3 months, summer)
EDUCATION	
2009-2011	MSc in Computer Science, National Acacia University, Taipei, Taiwan <ul style="list-style-type: none">• Master's thesis: Performance Analysis of Galileo Systems: Survey and Classification• Average: 92/100; ranking: 1st/52
2005-2009	BSc in Computer Science, National Birch University, Taipei, Taiwan <ul style="list-style-type: none">• Average: 85/100; ranking 2nd/155• Dean's Award (for ranking top three in class in semester) *6• Relevant coursework: Databases Structure, Computer Networking, IT Applications, Programming Languages, and Information Processing
EXTRACURRICULAR ACTIVITIES	
2009-2010	Graduate Student Representative, Dept. of Computer Science
2006-2009	Member, Dept. of Computer Science Basketball Team
2005-2007	Activities Officer, Dept. of Computer Science Student Association
OTHER	
Languages: Mandarin (native), English (fluent, TOEFL 102/120), German (conversational)	
Interests: Basketball, traveling, web design	
References: Available upon request	