

## ANDREW LI

**SUMMARY** Highly accomplished business analyst with 2+ years of experience in clarifying business requirements, reducing costs and raising productivity significantly beyond expectations. Recognised skills in managing and delivering services under budget.

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<b>AREAS OF EXPERTISE</b>	Business Modelling	Change Management	Data Analysis
	Data Migration Mapping	Project Management	UAT & Testing

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**EXPERIENCE** **Business Analyst, MBI Int'l Holdings Limited**  
Jun 2012 - Present

- Consolidated user requirements and conducted user acceptance testing and implementation of new functions for annual revamp project
- Maintained timely communications with 50+ business stakeholders throughout the project life cycle to ensure common understanding of requirements
- Worked collaboratively with 5+ internal parties in the region to acquire or provide information needed for analysis/ reporting/ budgeting
- Prepared training material and operating manual for 100+ users with respect to the functions of various key systems

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**ACHIEVEMENTS**

- Oversaw business analysis to fully define schedule and resource requirements for 3 annual projects in 2014
- Led a team of 5 to develop user requirements for a web service to allow marketing team to update messages online with greater flexibility

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**EDUCATION** **Hong Kong University of Science and Technology, 2008-2011**  
Bachelor of Science (Honours) in Computer Science

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**COMPUTER SKILLS** Microsoft Office (Word, PowerPoint, Excel & Access)  
MS SQL, HTML, XML, ERP Systems, Google Analytics

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**LANGUAGES** Cantonese (Native) | English (Proficient) | Mandarin (Proficient)

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**AVAILABILITY** One month's notice

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