

Xiangjia Chen

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EDUCATIO

Boston University Questrom School of Business, Boston, MA

May 2027

Bachelor of Science in Business Administrations, Minor in Computer Science

Concentration: Business Analytics

Activities: Pitch Research Analyst at BU Finance & Investment Club

WORK EXPERIENCE

Dongfeng Design Institute Co., Ltd., Remote, Wuhan China

November 2023 – January 2023

Finance Intern, Finance Translation

- Analyzed monthly financial reports by collaborating with the Finance Department at Dongfeng Design Institute
- Translated financial reports from Chinese to English and promoted the company's international cooperation
- Provided support to the credit analysts and contributed to the data collection, data analysis, and final presentation

Autoplus Specialty Vehicle Shop, Athens, Greece

May 2023 – June 2023

Finance Intern

- Attained entry level Excel skills by organizing past financial data and creating visual reports
- Translated Greek financial reports into Chinese and facilitated collaboration with the Chinese Vehicle Industry
- Delivered final presentation of the yearly financial report and suggested feasible investment choices

Morio Retail, Remote, Guangzhou, China

October 2022 – March 2023

Financial Report, Investment Forecast

- Conducted primary research with over 100 customers to evaluate floor operations for future opportunities
- Finalized the survey's result and generated market research reports to provide feasible investment opportunities
- Developed financial plan to raise capital and investment forecasts by collaborating with the finance department

Glyfada Language School, Athens, Greece

November 2021 – February 2022

Tutor, Daycare

- Taught native Greek-speaking children advanced levels of spoken Mandarin bi-weekly
- Assisted teaching native Chinese-speaking children aged 4 to 9 years old beginner levels of Chinese writing
- Supervised children aged 4 to 12 years old for up to six hours daily, encouraged individual problem-solving skills

LEADERSHIP EXPERIENCE

Stray Dog Project, Athens, Greece

September 2021 – April 2023

Team Captain, Head of Fundraising

- Led the Stray Dog Project, raised money inside and outside the school, and donated the funds to the dog shelter
- Regulated fundraisers to support stray dogs, promoted charitable events through public speeches and presentations
- Performed leadership skills in multiple communities and interviewed dog shelter owners to promote fundraising

Student Council, Athens, Greece

December 2019 – June 2022

Vice President

- Organized events for international students to connect with locals, provided translations and academic tutoring
- Collaborated with school faculties and students to address issues of school bullying, cyber bullying and racism
- Organized the yearly student talent show events and contribute to the lyric writing and composition of alma mater

SKILLS AND INTERESTS

Computer: Excel, PowerPoint, and Microsoft Office Word

Language: Native Mandarin, Conversational Greek

Interests: Playing chess, reading classic literature, vocal performance, watching premier league