

PROFESSIONAL EXPERIENCE

- **Nelson-Miller Inc.**, Los Angeles, California August 2017 – Present
Technical Sourcing, Supply Chain Department
(Privately-Held Company; ISO 9001, AS9100, ITAR and NADCAP certified; internationally recognized leading manufacturer of user interface solutions and identification products. Custom nameplates, membrane switches, rubber keypads, graphic overlays, and injection molding)
 - Achieve overall **90+% On Time Delivery (OTD)** by quarterly data measurement
 - **Improve new projects launching and open orders lead time** by effectively communicate with various teams
 - **Negotiate** pricing, payment terms, incoterms & service with suppliers and freight forwarding company
 - Setup the on-demand warehouse service which **enhance** better logistic service to customer.
 - Perform day-to-day supply chain activities: plan & place orders, follow up orders, request for quotes (RFQ), expedite or push out orders, inventory review, holidays planning etc.
 - Import shipping & landing cost Analysis, OTD data analysis.
 - Suppliers on-site visit & audits, measure suppliers performance based on key business objectives.
 - Identify & taking actions on process improvements across sourcing, logistics and project time
 - Evaluate and create reaction plans for the import duties, tax & tariff, materials shortage, logistics issues
 - Resolve purchase order discrepancies and invoices issues.
 - Work with internal engineering, quality, and upper management to ensure cross functional alignment.

- **Sceptre Inc.**, City of Industry, Los Angeles, California January 2012 – July 2017
Product Engineer, Engineering Department
(Privately-Held Company; 2nd tier consumer electronics distributor of LCD, LED, UHD TV, monitor, audio accessories and large multifunctional indoor or out-door display in US with revenue of \$80-\$100M dollar annually)
 - Successfully **launched 250+** different models products into US markets within 5.5 years.
 - Designed product development test plan to fine-tuned the samples before mass production, Effectively **reduced the defective products rate by 75%** and customers complain. Oversee the development to ensure the products marketability and meet the high-quality standard.
 - Organize workflow, product timeline, schedule preparation, resource forecast, and review products packing and accessories design **increase product launch process efficiency about 70%**.
 - Conducting marketing research (Benchmarking) and define product specification for new product development.
 - **Handling Multiple Projects** at the same time and deliver the expected and high quality result.
 - RMA **data analysis** for future product improvements.
 - Investigate & identify product failure, follow up and validate the solutions.
 - **Create standard procedures** for RMA, repair, QA and QC operation.
 - Frequently **communicate** between customer, upper management & decision team, **vendors and manufactures** ensure the delivery the final products are within their expectation.
 - Experience in applying, executing regulatory compliances and process implementations regulations such as FCC, Energy Star, MHL, DTS SRS Audio Enhance Technology, UL 60065, Bluetooth wireless, ISTA drop test, WERC's, Lithium Battery UN38.3 etc.
 - Setup consumer technology trade shows and events such as Consumer Electronics Show (CES) in Las Vegas, Los Angeles Chinese local events (CCYP and World Journal) etc. Demonstrating products features and listening & answering customer questions.

INTERNSHIP EXPERIENCE

- **Huntington Memorial Hospital**, Pasadena, Los Angeles, California October 2010 – October 2011
Internship, Clinical Technology (Biomedical Engineering) Department
(A 625-bed non-profit hospital is top ranked nationally hospital in US. It performed over 9k inpatient and 4.5k outpatient surgeries. Its emergency room had 60k visits annually)
- Participate in Six Sigma Lean Projects for which runs in the department. Driven faster result and high performance.
- Reduced the down time for some of the non-working medical devices by 25%.
- Assist regularly base preventive maintenance and checkup calibration of certain medical devices.
- Research medical equipment specification and FDA recalls issues (G.E. / Philips) and compare the functionality through multiple sources
- Create, collect data and analysis the end-user' opinion for launching new medical equipment.
- Deploying the newest equipment to patient rooms and replacing the retired medical devices.
- General office skills duties include shipping and receiving packages, locating medical devices, data entry, and research real-time location system (RTLS) technology and applications on healthcare medical devices.
- Troubleshooting department office computers and peripherals devices such as printers, PDAs, and medical devices.

Core Competencies

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|------------------------------|--------------------------------------|--------------------------|
| ▪ Create Test Plans | ▪ Identify Problems & Solutions | ▪ Test & Troubleshoot |
| ▪ Organize & Prioritize Task | ▪ Purchasing & Inventory Management | ▪ Train & Support Staffs |
| ▪ Read Drawings & Blueprints | ▪ Identify New & Emerging Technology | ▪ Critical Thinking |
| ▪ Layout Tasks Requirements | ▪ Time management | ▪ Supply Chain Operation |
| ▪ Product Launching Concept | ▪ Willing to Learn | ▪ Wear Multiple Hats |

PERSONAL QUALITIES

- Creative, Attention to details, Proactive Thinker, Honest, Trustworthy, Responsibility, Hard Working, Passion, Fast Learning, Sense of urgency, Planning, Team Player, Problem Solving

EDUCATION

California State Polytechnic University, Pomona

Bachelor of Science, Cum Laude, Electrical Engineering. Over all GPA: **3.53**

- President's Honor List
- College of Engineering Dean List

SKILLS

- Familiar how to make decision and prioritize the tasks.
- Truly understand how to launch consumer electronic products
- Time Management, process and project schedule planning
- Microsoft Office: Outlook, Word, Excel, PowerPoint
- Windows & Mac Computer Platform
- Photo Editing Tools: Adobe Photoshop, Video Editing Tools: Final Cut Pro X, Adobe Premiere
- Familiar with electronic instruments (oscilloscope, digital multi-meter, signal generator)
- Knowledge in computer troubleshooting and repairing. Setting up wireless network and FTP.
- Familiar marketing & sale platforms: Facebook, Twitter, Instagram, Wordpress and LinkedIn, Amazon & Ebay
- Multilingual in speech, typing and written: English, Cantonese (First Language) and Mandarin.

ACADEMIC RESEARCHES & ACTIVITIES

- Tau Beta Pi - The Engineering Honor Society
- Eta Kappa Nu - Electrical Engineering Honor Society
- Valid California C-class driver license with clean driving record