

JOLENE GAN

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MSc Data Science in Business (Distinction, Regent's University London) with hands-on experience in data visualisation, Power BI dashboard development, and reporting. Seeking junior data science or analyst roles across tech, life sciences, and data-driven industries.

EDUCATION

REGENT'S UNIVERSITY LONDON

London, UK

MSc Data Science in Business

2023 - 2024

- Degree awarded with distinction and accreditation by SAS Academy
- Relevant courses: Business Analytics, Consumer Intelligence, Data Visualisation & Storytelling, Data Analysis Tools, Coding, Data Analytics, Machine Learning & AI for Business
- Invited author, **Data Science for Predictive UX Design** (forthcoming, 2026)

STATE UNIVERSITY OF NEW YORK, UNIVERSITY AT BUFFALO

BA in Communication

2019 - 2021

- Relevant courses: Statistics for Social Sciences, Risk Communication

REPUBLIC POLYTECHNIC

Singapore

Diploma in Business Information Systems

2015-2018

- Recipient of Edusave Good Progress Award from the Edusave Endowment Fund
- Relevant courses: Sales and Marketing Information Systems, Mathematics, Introduction to Programming, Database Systems, Object-Oriented Programming, Data Communications and Networking, Systems Analysis and Design, Business Intelligence

WORK EXPERIENCE

LEGAL 500

London, UK

Data Presentation Specialist

Mar 2025 – Present

- Accountable for data processing, validation and visual presentation with Power BI, Tableau, Excel and InDesign
- Independently developed a semi-automated Excel-to-CSV data pipeline integrated with InDesign Data Merge to streamline report generation, reducing manual production time by ~55-60%
- Completed >140 legal data reports to meet sales objectives, fulfilling personal and peer quality control responsibilities
- Cleaned unstructured legal text data for an NLP model training set, supporting automation of manual editorial processes
- Drove data visualisation innovation within product development department (improved core product to save ~50% of manual reporting time and increase data legibility), further applying expertise across sales and editorial teams

REGENT'S UNIVERSITY LONDON

London, UK

Data Science Consultant Intern

Sep 2024 - Oct 2024

- Designed and implemented a Power BI dashboard for non-technical stakeholders to visualise student placement data, contributing to a projected 6-fold improvement in UKVI compliance response speed
- Diagnosed key inefficiencies in departmental data processes and contributed to resolution through structured requirements gathering and stakeholder engagement

Data and Administration Intern

Jul 2024 - Sep 2024

- Delivered a data consultancy project, identifying operational weaknesses and recommending improvements from the 3-month internship - insights, presented with data visualisation, projected a ~200% efficiency increase
- Managed data processing and results administration for the Regent's English Proficiency Test (600+ candidates)

STANDARD CHARTERED BANK

Singapore

Branch Sales and Service Manager

May 2022 - Oct 2022

- Completed 8 IBF (Institute of Banking and Finance) certifications in capital markets, financial advisory, and investment products within a structured regulatory training programme

SKILLS

Programming: Python, SQL, R,

Tools: Power BI, Tableau, SAS JMP, SPSS, KNIME, Excel/Google Sheets, InDesign, Claude Code

Languages: English (native), French (professional proficiency, DELF B2), Mandarin (conversational)