

# Yaping Sun

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## PROFILE

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- **Background:** Master's degree in Business Information Systems, ranked Top 30 by QS World University, 3 years + project management experience, leading Internet commercial product iteration and project management, starting from basic projects to management team, coordinating the entire iPhone project operation, macro management and project control experience, able to adapt to high-stress work.
- **Product and process management:** With data analysis, customer pain point grasp, product life cycle management, product iteration, marketing operation, resource allocation and other comprehensive capabilities, with good order management experience; Sort out the business process of each project, locate the business pain points, dismantle the problems to get the required products; Be good at feasibility analysis of project requirements, achieve clear project logic and remarkable process optimization.
- **Project management:** Familiar with project management concepts, proficient in project management and six Sigma system, led the completion of the iPhone 12-15 project, connected the upstream and downstream departments (procurement, production management, quality, etc.), logical thinking, with 0-1 project operation experience, from project initiation to launch, high customer stickiness, able to effectively control the project rhythm.
- **Communication and coordination skills:** Fluent in oral English, study and work in an international team atmosphere, leading cross-regional and cross-department communication issues, strong team spirit, outstanding resource integration and coordination skills.

## WORK EXPERIENCE

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Shenzhen Chenbei Technology Co., LTD ---Integrated Project Management Manager

05/2023--so far

**Job summary:** Led 10 team members to coordinate related departments of the supply chain and coordinate the demand and supply efficiency of the retail marketing in the United States.

- **Demand analysis:** Review demand, judge rationality, supervise procurement, delivery, and meet market demand.
- **Operation management:** Understand business pain points combined with work objectives, explore optimization points in operation process; Seek development resources, manage development progress, perform pre-launch testing, organize user training, etc., to realize online and automated workflow and improve operational efficiency.
- **Inventory management:** Track inventory levels, propose improvement plans, and improve demand forecasting accuracy through cross-departmental cooperation; Develop replenishment strategy based on inventory consumption model to reduce logistics and storage waste caused by uncertainty of demand forecast.
- **General capability construction:** Create data query system, simplify data query, improve data query efficiency and operation team efficiency, and use data to promote decision-making.
- **Meeting management:** Data analysis, monitoring demand, inventory, fulfillment rate, periodic profit reporting; Put forward constructive suggestions on operation through the meeting, comprehensively improve the quality and efficiency of operation, and enhance the coordination ability of each company and each function.

Foxconn Technology Group -- Project management post

06/2020-05/2023

**Job summary:** Led 2-10 team members, coordinated various departments, and coordinated the whole process project work of Apple 12-15 from NPI and development to mass production.

- **Plan making:** Formulate the work plan of the project and the project team, define the project objectives, work contents, schedule and personnel composition, and organize the project initiation work.
- **Overall management:** External contact with Apple's project management department and quality assessment department, internal coordination of material department, internal process department, quality department, R & D department, production department, etc., with the core contact person to confirm the process progress. In the case of high staff turnover rate and high frequency of internal core person change, the project progress is hindered, the mass production time is delayed, and the new product release and global new product stocking are affected. By contacting the customer immediately, we strive for support, mobilize the team to restart the test, communicate and coordinate resources across departments, win the coordination time, restart the stress test with the team, and achieve 90% problem solving rate. It avoids the re-planning and verification of the same stress test in the new stage, reduces the extra cost, and successfully solves the project crisis.
- **Project tracking:** Track the project development progress, control the project scope, cost, personnel, materials, basic rules, quality, etc.; Communicate internally and externally to meet customer needs.
- **Exception handling:** Through team cooperation and resource allocation, handle demand changes, staff turnover, product quality and budget anomalies to achieve project objectives; Through communication, coordination and promotion, reasonable allocation of resources, problem solving, decision support and response are promoted to ensure the smooth progress of the project.

- **Customer connection:** Follow up customers, receive foreign customers to visit, coordinate and report online international conferences; Conduct the annual NPI proofing final summary report, report to the DFM department's Asia supervisor, complete all the verification of the design change stage, and get the approval of entering mass production; Completed 10 + reports of design suggestions, promoted the effective implementation of 95% of suggestions, and promoted effective mass production.
- **Process optimization:** promote development, design and planning, update specifications, standards and other work standards according to customer requirements; Independently optimize the working time of simplex station, raise UPH25% of the line body, reduce 1 mass production line body, and do not affect the output demand; Complete the summary of production line shutdown cause tracking, promote customers to replace part of the hardware and update the spare parts list, and achieve failure reduction of 20%+.

**Work performance:** Completed the project progress in accordance with the quality and quantity of the time node, ranked the top 10% of the department in KPI, and was unanimously recognized by the leaders for his excellent work performance. The project participant was promoted to the project leader and won the company's talent retention bonus.

## PROJECT EXPERIENCE

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### Respond to new module design projects

01/2021-05/2023

*Project Leader*

- **Description:** Faced with the challenge of new module introduction and new design Part, successfully verified multiple welding points and converted vector production.
- **Job summary:** Optimize internal resources, support the rapid launch of new processes, conduct various parameter experiments, and provide periodic reports; Plan and optimize production line layout, meet customer design changes and necessary parameter validation, pay attention to potential problems affecting mass production, and report to customers and related teams regularly; Use acceptable residence times instead of simply increasing the amount of material to meet quality requirements and optimize the yield of automation equipment to improve efficiency and yield.
- **Achievements:** Successfully completed the mass production of 6\*22 hours of output demand, excellent work performance won the unanimous recognition of leaders.

### IT strategic plan

07/2019- 12/2019

*Project Leader*

- **Description:** It aims to adapt to new business areas, establish stable customer relationships, establish and implement better supply chain management and cloud infrastructure; Analyze and develop strategic IT initiatives in areas such as data regulation, e-commerce, social media, customer management, business security and sustainability.
- **Job summary:** Through the analysis of the advantages and disadvantages of the existing Australian Coles supermarket physical stores, the commercial development plan is proposed by using SWOT and Canvas models. Based on the local supermarket, compare the physical store mode and the unmanned cash register mode, and make risk analysis, investment and income comparison, and ROI calculation.
- **Achievements:** Successfully completed the report on expanding the business development route, was affirmed by the mentor, and reached the excellent grade.

## EDUCATION

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### The Australian National University

Australia

Master of Business Information Systems

02/2018-12/2019

### Liverpool University

UK Liverpool

Bachelor of e-Finance

09/2015-06/2017

### Xi'an Jiaotong-Liverpool University

China

Bachelor of Information Management and Information Systems

09/2012-06/2015

## SKILLS

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**Language skills:** Excellent English skills

**Project management skills:** PMP certificate, proficient in project management



- **计划制定:** 制定项目与项目组工作计划, 明确项目目标、工作内容、时间进度、人员组成, 组织项目立项启动工作。
  - **统筹管理:** 外部对接苹果公司项目管理部门与质量评估部门, 内部统筹物料部门、内部流程部门、质量部门、研发部门、生产部门等, 与核心对接人确认流程进度, 在人员流动率高、内部核心负责人更换频率高导致项目进展受阻、推迟量产时间、影响新品发布和全球新品备货的情况下, 通过立即联系客户, 争取支持、调动团队重启测试、跨部门沟通协调资源, 赢得协调时间, 与团队重启压力测试, 达成 90% 问题解答率, 避免了相同压力测试在新阶段的重新规划和验证, 减少额外成本, 成功解决项目危机。
  - **项目追踪:** 跟踪项目开发进度, 管控计划项目范围、成本、人员、物料、基本法则、品质等; 沟通内外部, 达成客户需求。
  - **异常处理:** 通过团队协作, 资源配置, 处理需求变更、人员离职、产品质量、预算异常, 达成项目目标; 通过沟通协调推进、合理配置资源, 促进问题解决, 得到决策支持响应, 保障项目顺利推进。
  - **客户对接:** 跟进客户, 接待国外客户来访、统筹汇报线上国际会议; 进行年度 NPI 打样结束总结性汇报, 汇报 DFM 部门亚洲区主管, 完成设计变更阶段所有验证, 得到进入量产验证肯定; 完成过设计建议汇报 10 次+, 推动 95% 的建议有效落地实施, 促进有效量产。
  - **流程优化:** 推动开发设计与计划, 根据客户要求更新规范、标准等工标; 独立优化单工站工序时间, 提升线体 UPH25%, 减少 1 条量产线体, 且不影响产出需求; 完成汇总产线停机原因追踪, 推动客户更换部分硬件和更新备品清单, 实现故障减少 20%+。
- 工作业绩:** 按照时间节点保质保量完成项目进展, KPI 综合排名部门前 10%, 优秀的工作表现得到领导一致认可, 由项目参与者晋升为项目负责人, 并获得公司留才奖金。

## 项目经历

**2021.01 - 2023.05** **应对新模块设计项目** **项目组长**

**项目描述:** 面对新模块导入和全新设计 Part 的挑战, 成功验证多个焊接点并转向量产。

**项目职责:** 优化内部资源, 支持新制程的快速上线, 进行各种参数实验, 提供阶段性报告; 规划和优化生产线布局, 满足客户设计变更和必要的参数验证, 关注影响量产的潜在问题, 定期向客户和相关团队汇报; 使用可接受的停留时间代替单纯增加物料数量, 以满足质量要求, 并优化自动化设备的产出率, 提高效率和产出率。

**项目成果:** 成功完成量产 6\*22 小时产出需求, 优秀的工作表现赢得领导一致认可。

**2019.07-2019.12** **IT 战略计划** **项目负责人**

**项目描述:** 旨在适应新的商业领域, 建立稳定的客户关系, 建立和实施更完善的供应链管理、云基础设施建设; 在数据监管、电子商务、社交媒体、客户管理、商业安全和持续性等方面分析并制定战略性的 IT 计划。

**项目职责:** 通过分析现有澳大利亚 Coles 超市实体店优劣势, 利用 SWOT、Canvas 模型, 给出商业发展计划; 基于当地的大超市, 对比实体店模式、无人收银模式, 做出风险分析、投入和收益对比、ROI 计算。

**项目成果:** 圆满完成拓展商业发展路线报告, 得到导师肯定, 达到优秀等级。

## 技能证书

**语言能力:** 全英文的办公与求学环境, 英文听说读写流利

**项目能力:** 拥有 PMP 证书, 精通项目管理