

# MEI CUI

135 Acalanes Dr. # 5, Sunnyvale, CA 94086

650-861-2192

[Maycui@gmail.com](mailto:Maycui@gmail.com)

**Objective:** A position as a data analyst in an environment with complex systems and processes in a for-profit business that keeps my skills on the cutting edge

## PROFESSIONAL EXPERIENCE

**COMPUTER HISTORY MUSEUM**, Mountain View, CA

***Database Administrator/Prospect Researcher***, September 2006 - present

- Designed Financial Progress Reports for the executives
- Redesigned the financial data process flow to improve data accuracy and efficiency, including the reconciliation process
- Planned, analyzed, developed and maintained the database (SQL)
- Responsible for daily department operation and coordination (promoted after 4-month on board)
- Expanded prospect database by 38%; identified more than 350 major prospects

**ST. ANTHONY MEMORIAL HOSPITAL**, Michigan City, IN

***Performance Improvement Analyst / Facilitator***, 2001 - 2006

- Designed financial/business model reports for the executives
- Provided key analysis support for the executives
- Designed and implemented the Balance Score Card
- Facilitated and executed Lean Six Sigma projects
  - Lab STAT Turn Around Time increased by 20<sup>th</sup> %tile
  - Outpatient registration process flow (decreased wait time by 66%)
- Developed quality training curriculum / program materials and conducted related training
- Designed and conducted consistent internal customer satisfaction survey report and analysis
- Led the Hospital Quality Council / Medical Staff Quality Council

***Insurance Specialist***, 2000 – 2001

- Managed insurance claims processing and conducted data analysis
- Responsible for maintaining the patient accounts database

**DAINAN INTERNATIONAL, INC.**, Guangzhou, China

***Administrator***, 1998 - 2000

- Successfully set up the first office in China for a multi-national company

## EDUCATION & CERTIFICATION

**M.B.A. Management**, 2003

Purdue University Calumet

**B.S., Economics (International Trade)**, 1998

Guangdong University of Business Studies, Guangzhou, China

**Certified Lean Six Sigma Black Belt, 2005**  
Indiana-Purdue University Indianapolis

**SPECIAL SKILLS**

- Database tools: SQL query
- Statistics analysis tools: Pivot Table, MiniTab, QiMacros
- Project management tools: Visio, Microsoft Projects
- Quality management tools: Lean Six Sigma DMAIC, PDSA
- Fundraising tool: Raiser's Edge
- Data mining tools: Medstat Healthcare Solution (Market Expert & Performance Expert)