

Dan Bu

www.linkedin.com/in/budan

950 Farmington Ave • New Britain CT, 06053 • 860.455.5465 • dan.bu@biz.uconn.edu

EDUCATION

University of Connecticut School of Business

Hartford, CT

Master of Business Administration (MBA)

May 2015

- Real Estate Investment and Financing
- Student Managed Fund

Qinghai University

Qinghai, China

Bachelor of Arts in Economics

2007

EXPERIENCE

UBS Global Asset Management, Hartford, CT

Research & Strategy Intern

2014-2014

- Analyze and prepare market research section for investment briefs;
- Conduct competitor analyses, host market chatter, write research blast, update model inputs, summarize deal view, build transaction data base, and create ad hoc reports to support the team.

DPC Design Pte Ltd, Beijing, China

Project Manager

2011-2012

- Coordinated efforts with Singapore head office, clients and operators to manage 11 Hotel/Mall signage design projects including the scope, architectural plans and project delivery leading to efficient project completion;
- Planned sales turnover targets and managed contracts, receivables and daily office operations resulting in improved work flows and sustaining profitable China operations.

MIC-NIC Enterprises Pte Ltd, China, Shenzhen, China

General Manager

2010-2011

- Established, and successfully sold, a new venture to export telecommunication devices;
- Attended trade electronics fairs sourcing reliable manufacturers and suppliers, refined product functions, assisted testing and certification satisfying market/government regulations;
- Conducted price and quality negotiations gaining best cost performance, built strong sales and profits results through effective marketing and resolution of export issues.

Beijing Skyline Sunrise Trade Co.,Ltd, Beijing, China

Purchaser

2009-2010

- Followed up international purchase orders guaranteeing domestic demand;
- Checked detailed product information and import processes ensuring timely purchase completion;
- Coordinated purchasing of spare parts from Chinese manufacturers satisfying customer needs.

Shenzhen Yancheng Chemicals Co., Ltd, Shenzhen, China

Business Assistant

2007-2008

- Identified and solicited potential clients from Internet and trade fairs establishing customer database;
- Received foreign visitors and conducted negotiations with foreign entities producing high customer satisfaction;
- Researched and communicated export matters, applied for Ministry of Agriculture registration and developed full sets of documents efficiently and accurately for customs declarations.

ADDITIONAL INFORMATION

- Languages: English (fluent), Chinese (native speaker)
- Represented Qinghai Univ. to participate in the 2006 China National Model United Nations Conference