XUE Menghao (Miles)

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Location: Malaysia **Target Roles:** Facilities Management, Project Operations, Finance & Administration



PROFILE

Master's graduate in Facilities and Maintenance Management with a bachelor's degree in Financial Management. Experience spans audit support, education operations, funded research projects, and student affairs. Strong data analysis, documentation, coordination, and project-execution skills, with working proficiency in Python, SPSS, and Microsoft Office.

EDUCATION

University of Malaya, Malaysia | Master of Facilities and Maintenance Management Mar 2025 – Jul 2026

- Completed all coursework and programme requirements of the master's degree.
- Studied facilities operations, equipment maintenance, maintenance strategy, and project management; co-authored an English-language research paper in construction management.

Guangdong University of Foreign Studies, China | Bachelor of Management in Financial Management Oct 2020 – Jul 2024

- GPA 3.25; average score of major courses: 91/100.
- Core courses: Accounting Management Information Systems, Cost & Management Accounting, Management, Asset Valuation, Financial Shared Services, Advanced Financial Management, Intermediate Financial Accounting.

RESEARCH & PROJECT EXPERIENCE

Big-Data-Based Intelligent Financial Risk Early-Warning System | Project Leader Nov 2022 – Nov 2023

- Led a Guangdong Province "Climbing Programme" provincial research project; responsible for research planning, project delivery, documentation, and results reporting.
- Granted 1 national invention patent (An Intelligent Financial Risk Early-Warning Management System Based on Big Data) and 2 related software copyrights.

Strategies for Preventing and Addressing Sexual Harassment on Campus | Project Leader Oct 2022 – Jul 2024

- Led a provincial key project under the National Innovation & Entrepreneurship Training Programme; organised data collection, analysis, and report writing.
- Published 3 Chinese academic papers on campus safety, incident prevention, and the psychology of involved parties, and 1 English paper: Navigating the Divide: Balancing AI's Optimal Solution with the Appropriate Solution in Chinese Construction Management.

WORK EXPERIENCE

KPMG Huazhen LLP, China | Audit Intern Jan 2024 – Feb 2024

- Supported audit and confirmation procedures; organised and verified project documentation to support core audit workflows.
- Contributed to SEA (Strategy, Economics & Analysis) and risk-management projects; assisted with filing, data verification, and cross-team communication.

Xiao Education Group, China | Tutor (Part-time) Jan 2023 – Oct 2024

- Tutored junior-high students, reviewed homework, and tracked learning progress; designed study plans targeting individual weak areas.
- Provided regular progress feedback and coordinated communication among students, parents, and the teaching team.

CAMPUS & COMMUNITY INVOLVEMENT

Academic Affairs Office, GDUFS | Student Information Officer Nov 2020 – Nov 2023

- Collected teaching feedback and student opinions; assisted with academic records and administrative coordination; served as class academic representative.

Guangzhou Volunteer Association | Volunteer Teacher Nov 2020 – Nov 2022

- Delivered volunteer classes in Baiyun District, Guangzhou: lecturing, after-class tutoring, homework marking, and Q&A support.

HONOURS & AWARDS

- **Scholarships & honours:** Second-Class Comprehensive Scholarship; Academic Merit Scholarship; "Merit Student" Award
- **Competitions:** First Prize (Provincial), National College Students' Technology Innovation & Entrepreneurship Competition; Third Prize (Provincial), National Digital Enterprise Management Simulation Competition; Excellence Award (National), Belt & Road / BRICS Skills Development & Technology Innovation Competition; National Award, CCTV "Star of Outlook" English Talent Competition

SKILLS & CERTIFICATIONS

- **Data analysis:** Python; SPSS
- **Office software:** Word, Excel, PowerPoint (NCRE Level 2 Certificate)
- **Languages:** Mandarin (native); English (CET-4; able to read professional materials and write academically)
- **General:** documentation, data verification, analytical thinking, coordination, and project execution; Negotiation Assistant Certificate