

# LEE HAI-HUA(Sofia)

## [WORK EXPERIENCE]

### **PowerTech 2017/08-2018/06**

*Project Manager of New Product Development*

- Leading homekit (Alexa/Google assistant/siri) projects from feasibility evaluation to product launch.
- Coordinate internal resources and prospects for the flawless execution of projects .
- Ensure that all projects are delivered on-time, within scope and within budget.
- Developing project scopes and objectives, involving all relevant stakeholders and ensuring technical feasibility.
- Develop a detailed project plan to track progress and report to the executive.
- Use appropriate verification techniques to manage changes in project scope, schedule and costs.
- Measure project performance using appropriate systems, tools and techniques.

### **General Energy Solutions 2015/07 – 2017/08**

*Project Developer for International Project Development Department*

- Global energy system projects development, from feasibility study, project management to exit strategy planning.
- Compliance with local state and federal measures, conducted due diligence on projects.
- Evaluate financial model, calculate and assess project costs, project Internal Rate of Return (IRR) and project payback year.
- Negotiate terms, conditions and contracts with national banks for project financing and debt repayment.
- Review and revise Feed in Tariffs (FIT) and Power Purchase Agreement (PPA) with different government entities and corporations.

### **National Immigration Agency 2014/02-2015/07**

*Immigration officer for Border Affairs Corps*

- Examine genuine/counterfeit passport and approve entry/exit.
- Border security control.
- Issue related permit
- create bio feature files.

### **Weston Solutions 2011/07-2013/05**

## **LEE HAI-HUA(Sofia)**

*Project Coordinator of Security and Safety Management for AIT Project*

- Security and Safety Management on AIT Project
- Organized and maintained security documents.
- Composed correspondence and issued submittals to AIT.
- Subcontractors and materials access controlling.
- Generated resource calendar and tracked updated status.
- RFQ for products providing.
- Clients receiving.
- Shipment and custom matter management.
- Managed and maintained correspondence between clients and factories.

### **[PROFESSIONAL ACCREDITATION]**

<b>2013 NPDP</b>	New Product Development Professional
<b>2012 ISO27005</b>	Information security risk management
<b>2012 PMP</b>	Project Management Professional <b>(renewed in 2017)</b>
<b>2006 Graduated</b>	Graduated from NKFUST (National Kaohsiung First University of Science and Technology) German Department.
<b>2004 Exchange Program</b>	Attended an exchange program of University Bonn in Germany.