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Senior Research Specialist
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Education

- M.P.H., Epidemiology, National Taiwan University, Institute of Public Health (1987)

Academic and Professional Experience

- Assistant Research Fellow, Institute of Biomedical Sciences (IBMS), Academia Sinica (1987 - 1996)
- Adjunctive Assistant Research Fellow -Planning Office and Preparatory Office for National Health Research Institutes (1991 - 1995)
- Program Manager, National Health Research Institutes (1996 - 1999)
- Senior Program Manager and Deputy Director of Extramural Research Affairs Department, National Health Research Institutes (2000 - 2003)
- Adjunctive Executive Secretary to Academic Technology Development Program-Biomedical Study Section, Ministry of Economic Affairs (2001~2002)
- Senior Research Specialist, Genomics Research Center, Academia Sinica, 2003~

Honors and Professional Training

- Excellent Publication Award – National Science Council, 1990, 1991, 1993, and 1994 (four times)
- Special Training Program on Peer Review System at the National Institutes of Health, USA, 1994
- Established the Research Grant Review System and Post-Awarded Management System in National Health Research Institutes, Taiwan, 1995~1996

Membership

- The Society of Research Administrators International (SRA International), USA
- Academy of Management, USA

Expertise and Responsibility

My expertise is in academic strategic planning, research evaluation and management in order to facilitate and expedite the administrative flow while providing professional management service to principle investigators in the hope of meeting the needs of researchers to advance performance both locally and internationally. My main responsibilities include:

I. Functioning of Committees

- Serve as the Executive Secretary to GRC Scientific Advisory Board Assist GRC Director and SAB Chairman to maintain the operation of GRC Scientific Advisory Board, and in charge of administration coordination.
- Serve as the Executive Secretary to GRC Promotion & Appointment Committee Assist to set up the guideline of GRC promotion and renewal procedure. Conduct scientific review process and corresponding administrative work for the recruitment and promotion of Research Fellow and Research Specialist.

II. Program Management

- Server as Program Manager of Genome Summit Program of Academia Sinica, Gates Foundation and IAVI Programs (USA), anti-influenza program of NSC, and more. Administrative coordination from assisting PI to prepare applications to funding agency, budget plan and implementation, progress monitoring, to integrating reports at every stage.
- Provide consultation and administrative support for application of extramural research project grants, awards, and scholarship to enhance the chance for acquirement.

III. Academic Activities: Conferences, Symposiums, Seminars, and Scholars Visits

- Conduct academic activity planning and management to strengthen the research advantage of GRC. Establish administrative work Standard Operation Procedure for all levels.

IV. Other Interdisciplinary Duties

- Assist to execute special assigned cross-institutes and interdisciplinary projects within Academia Sinica.

規劃與推動中心學術業務，扮演研究人員與行政間的橋樑，提供學術行政之服務：協助學術諮詢委員會及聘任委員會業務執行、研究計畫及學術獎項推薦與申請、大型計畫管考、學術交流推動、以及協助院方特別研究計畫及學術活動之執行。