

WENHAO ZHANG

OPERATIONS & PROJECT DELIVERY | PROCESS IMPROVEMENT | ERP WORKFLOW DESIGN

Malaysia | +60 11 7214 054 | +65 9083 1796 | LoneEastzhang@gmail.com | Open to relocation

PROFESSIONAL SUMMARY

Operations and project delivery professional with 6+ years of experience supporting customized manufacturing, VR simulation, and digital production projects in China and Singapore. Skilled in translating complex requirements into practical workflows, SOPs, schedules, and clear ownership across sales, procurement, production, installation, and technical teams. Brings a strong systems mindset, cross-border operating experience, and hands-on capability in process mapping and modular ERP workflow design.

CORE COMPETENCIES

Project Delivery & Coordination	Process Mapping & SOP Development	Cross-functional Workflow Management
Procurement-to-Delivery Coordination	Schedule, Risk & Handover Tracking	ERP Process Architecture
Requirements Breakdown	Multi-project Production Support	VR / 3D Production Pipelines

PROFESSIONAL EXPERIENCE

Operations & Delivery Support

2025 - 2026

Woodhaven Craftworks Pte Ltd | Singapore

- Coordinated end-to-end delivery of customized furniture projects across sales, procurement, production, logistics, and on-site installation.
- Mapped handoffs, clarified task ownership, and maintained progress visibility to support consistent execution across concurrent orders.
- Documented repeatable SOPs and delivery checkpoints, reducing dependence on informal coordination and individual experience.
- Identified workflow bottlenecks and supported issue resolution before they affected customer delivery.

VR Project Delivery Lead

2023 - 2025

Aerospace Science and Industry System Simulation Technology Co., Ltd. | China

- Led delivery coordination for VR simulation and training projects operating under demanding quality and schedule requirements.
- Converted technical and customer requirements into work breakdowns, delivery schedules, review points, and acceptance-ready outputs.
- Coordinated technical, 3D production, and project stakeholders to manage dependencies and keep delivery on track.
- Supported quality control and risk follow-up throughout development, review, revision, and final handover.

Project Support & 3D Production Coordinator

2019 - 2023

Rimoria Digital Technology Co., Ltd. | China

- Supported delivery across multiple digital production projects by coordinating production pipelines, review cycles, revisions, and handoffs.
- Tracked progress and surfaced execution bottlenecks to project managers and production teams.
- Standardized recurring workflows and documentation to improve continuity across concurrent projects.
- Contributed hands-on knowledge of PBR production, Substance Painter, RizomUV, 3D system simulation, and VR training scenarios.

SELECTED INDEPENDENT PROJECT

ERP Workflow Architecture & Product Concept

2026 - Present

Independent Project | Malaysia

- Designing a modular ERP concept for small and project-based businesses, with emphasis on transparent ownership, standardized execution, and scalable workflows.
- Mapping end-to-end operating flows across sales, purchasing, delivery, finance checkpoints, and after-sales activities.
- Translating operational pain points into process modules, data handoffs, control points, and role-based responsibilities.
- Applying prior experience from customized manufacturing and cross-border delivery to practical system architecture decisions.

EDUCATION & DEVELOPMENT

English Language Programme

2026 - Present

Universiti Tunku Abdul Rahman (UTAR) | Malaysia

- Undertaking intensive English study in preparation for further study in Logistics and Supply Chain Management.

Technical & Digital Production Training

Completed

Technical Training Institute | China

- Practical training in 3D modelling, digital production workflows, technical asset development, and production coordination.

ADDITIONAL TRAINING

Advanced Business Management Training - System Linkage and Coordination: studied process decoupling, closed-loop management, standardized delivery systems, and scalable operating models; applied the concepts to cross-border customized furniture delivery workflows.

TECHNICAL & OPERATIONAL TOOLS

Process architecture and modularization | SOP documentation | Project and risk tracking | PBR production pipeline | Substance Painter | RizomUV | VR training scenario development | 3D system simulation

LANGUAGES

Mandarin Chinese - Native | English - Developing proficiency; currently enrolled in intensive English study

INTERNATIONAL MOBILITY

Currently based in Malaysia with prior work experience in Singapore. Open to suitable international opportunities and relocation in the United States, Canada, Japan, Australia, the United Kingdom, and other markets. Work authorization or visa sponsorship requirements to be discussed with the employer.