

Lei Peng

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EDUCATION

University of California, Berkeley | Bachelor of Science, Chemical Biology

Aug 2017 – May 2021

Cumulative GPA: 3.543/4.000

Relevant coursework: Organic Chemistry, Physical Chemistry, Molecular and Cell Biology, Analytical Chemistry, Chemistry and Biochemistry Laboratory

National University of Singapore | Master of Science, Chemical Engineering

Aug 2021 – Jun 2022

Cumulative Average Point (CAP): 4.150/5.000

Relevant coursework: Downstream Processing of Pharmaceutical Products, Optimization of Chemical Processes, Computational Tools for Biotechnology, Bio-Nanoparticle Research

EXPERIENCE

Bilingual Medical Writer (English & Mandarin) | Costello Medical, Singapore

Sep 2022 – Mar 2024

1. Led end-to-end medical publication and communication projects for pharmaceutical clients across oncology, rheumatology, hematology, and other therapeutic areas, ensuring scientific accuracy and compliance with ICH-GCP/GPP principles and client SOPs
2. Interpreted clinical trial designs, endpoints, efficacy and safety data, and mechanisms of action to translate complex clinical evidence into clear, accurate content for healthcare professionals, pharmaceutical stakeholders, and patient audiences
3. Coordinated across Chinese and international clients and internal medical, regulatory, and marketing teams to align project needs, synthesize scientific and strategic input, and develop compliant, audience-appropriate deliverables in both English and Mandarin
4. Supported congress-related scientific communications (abstracts, posters, and oral presentations) by coordinating with physicians and cross-functional teams to organize data, refine scientific messaging, and support dissemination at major meetings such as ESMO and SGO
5. Supported medical affairs and product launch activities by developing scientific slide decks, Q&A materials, and standardized response documents, while collaborating with KOLs and internal stakeholders on scientific messaging, data presentation, and strategic communication planning
6. Maintained rigorous editorial and QC standards through terminology alignment, reference verification, and detailed content review
7. Managed multiple workstreams and delivered high-quality outputs under tight congress and launch timelines
8. Adapted quickly to evolving scientific data, therapeutic areas, and product mechanisms, demonstrating strong learning agility in fast-paced medical communications environments

Professional Exploration and Upskilling in AI for Healthcare

Apr 2024 – Present

1. Built a structured understanding of core AI concepts and frameworks, including large language models, RAG, LangChain, and LangGraph
2. Explored the application of AI to medical information organization, literature search and screening, reference management, and structured medical content development, building on prior experience in medical writing and communication
3. Experimented with small-scale tools and workflows for medical writing and knowledge management using AI-assisted prototyping approaches (vibe coding) to improve efficiency in information retrieval, synthesis, and content organization
4. Continued to follow emerging applications of AI in medical affairs, healthcare communications, clinical research support, and medical knowledge management, integrating new learning with existing domain expertise

PROJECTS

Social Media Medical Education Article | Costello Medical, Singapore & Curekids, China

Jan 2023 – Feb 2023

1. Translated and adapted pediatric oncology content (English↔Mandarin) for publication on public platforms, receiving positive recognition from the partner organization for quality and efficiency
2. Quickly built familiarity with a new therapeutic area and transformed complex scientific content into clear, accessible materials for general audiences under tight timelines

HIV Education Short Video | Costello Medical, Singapore

Sep 2023 – Nov 2023

1. Developed an educational video on HIV for a public-facing initiative, supporting healthcare communication efforts and contributing to broader external visibility
2. Self-taught video production techniques and independently managed the entire project within a tight timeline, helping reduce company costs for the non-profit initiative
3. Applied animation and simplified storytelling approaches to make complex medical concepts accessible and engaging for public audiences

SKILLS

Tools: Microsoft Word, Excel, PowerPoint, Outlook, Teams, EndNote, PubMed, Adobe Acrobat

Additional: Website development, video production, AI-assisted workflow and custom tool development

Scientific: Medical communications and publications (abstracts, posters, oral presentations, manuscripts), medical information deliverables (standard response letters, FAQs, Q&A decks, clinical summaries, congress materials), medical affairs support, systematic literature review, pharmaceutical market research, commercial strategy support, market access, objection handling, quality control

Languages: English (Full professional proficiency), Mandarin Chinese (Native)

Training: Good Manufacturing Practice, Good Manufacturing Practice for Active Pharmaceutical Ingredients, and Good Record Keeping