



Truong Viet Bao

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"TRY YOUR BEST & CONFIDENT IN YOURSELF"

CARRER GOALS

My working motto is: "Other people try 100% effort, I have to try 110%"

I always try to learn as follows:

- Supply Chain Analyst Tools: Power BI, Power Query, Excel, Minitab, Python, SQL
- Soft Skills

And take experience to become a good supply chain manager.

EDUCATION

**HO CHI MINH CITY UNIVERSITY OF TECHNOLOGY
(BACH KHOA UNIVERSITY)**

Bachelor of Engineering - Logistics and Supply Chain management

Graduation year: 2022

Degree classification: Good

GPA: 7.7/10

WORKING EXPERIENCE

TAN THANH DAT HEADWEAR

Data analyst and Administrator Staff

- Set KPI, PI. Research KRI, KPI and PI. Based on activities of each department, give the performance indicators (PIs). Use Power BI to visualize PIs, and train the director, sales manager, purchasing employees how to control their work more easily and generally with KPI.
- Work with Database Administrator to collect data. Use Excel to clean, classify and identify mistakes in the database. Give feedback to software department and address them.
- Manage and control the performance of all departments in the company (Sale, Planning, Purchasing, and Manufacturing excluding Finance and Human Resource Dept.). Analyze their data and provide warning as needed.

DAESANG COMPANY

Supply Chain Management Staff

- Match the Supply and Demand in the company. Gather Sale forecast of all sale managers in the company, follow Sale Plan, buy the merchandise from suppliers. Service level increase 10-15%.
- Manage and control inventory level. Build safety stock model, track stock in the warehouse, make order to supplier as needed. Give warning and solve issues with goods near expiration.
- Reduce Logistics cost by using ships instead of container trucks to freight goods. Logistics cost decrease about 15-20%
- Connect all department in the company to make the workflow smoother. Standardize the working process (at basic level)
- Apply and train all departments in the 80/20 principle to increase service level and reduce costs.

VINSHOP

Customer Development - Manager Trainee

- Join the basic course of sale manager training, which includes Data Analyst, Business mindset, and Manager Skills, etc. Have the right-thinking about sale: sale should solve the customer's problem, not just sell goods.
- Search for retails' information in the allocated position. Ask them about their problems and handle them with our products and service.

- Analyst Sale data at the end of month. Know insights about each client to take better care of them.

DUY KHANH COMPANY

Logistics Intern

- Collect and process warehouse data. Measure time of machines, workers. Draw the flow of materials in the layout.
- Analyze data then find the way to improve warehouse operations.

CERTIFICATION

2022 TOEIC Certificate – IIG official score 620

Completed the Workshop "Training program for innovative business advisors" by NIC (Vietnam National Innovation Center)

AWARD

Champion of "Challenge of Creative Startups for Smart City" by Techfest

SKILLS

Data Analyst	Minitab, Excel (Specialist)
Data Visualization	Power BI
Data Standardization	Power Query
Computer	MS Word, MS Excel, MS PowerPoint, MS Visio
Soft skills	<ul style="list-style-type: none">• Planning, organizing and problem-solving skill.• Communication and teamwork skill• Self-study skill• Sales skill

REFERENCE

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