

Phuong Thanh Nguyen

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EDUCATION

Tufts University, *Class of 2024*

Medford, MA

Bachelor of Science; *Major*: Engineering Psychology, *Minor*: Entrepreneurship; *GPA*: 3.6

Honors: Dean's List (All semesters)

Relevant Coursework: Entrepreneurship Marketing, Entrepreneurial Finance, Computer Aided Design, Computer Interface Design, Advanced Engineering Psychology

WORK EXPERIENCE

Artists for Humanity | UX/UI Assistant Mentor

Boston, MA • Jul. — Present

- Guided high school students, ages 14-18, with UX/UI designs for diverse projects such as mini games and personal portfolios
- Collaborated on the development of a note-taking mobile application tailored for young adults

Flywheel Partners | Training and Communications Intern

Winchester, MA • Jun. — Aug. 2022

- Developed and designed training deliverables for pharmaceutical companies
- Proofread works such as storyboards, podcasts, and e-modules for quality control

Dana Farber Cancer Institute, Breast Oncology | Clinical Research Coord. Intern

Boston, MA • Jun. — Aug. 2021

- Facilitated day to day tasks for clinical trials and studies
- Reviewed patients' records and transferred information into hospital database

Ono PokeBar | Waitress and Receptionist

Cambridge, MA • Sep. 2020 — Present

- Prepare mobile and in-person orders
- Offer recommendations and advice to a diverse range of customers
- Provide assistance with preparation of ingredients

VOLUNTEER EXPERIENCE

Boston Latin School | Peer Mentor

Boston, MA • Nov. 2018 — Mar. 2020

- Strategize study and time management plans for underclassmen
- Connected students with resources and support for job searching and college preparation

VietAID | Teacher Assistant

Boston, MA • Jul. 2017 — May 2018

- Supported assigned group of children, grade-school levels, with academics and provided guidance
- Partook in leadership programs to strengthen skills used for working with children

SKILLS

- Bilingual in Vietnamese and English
- Proficient in Figma, Solidworks, Google Suite, and Microsoft Office
- Fundamental knowledge for video editing on social media (Instagram, Tiktok, Facebook) and for softwares such as iMovie and Canva
- Ambitious, friendly, detail-oriented, creative, adaptive, and organized

EXTRACURRICULAR ACTIVITIES

- **Animal Aid**, Volunteer, (2023 - present)
- **Human Factors Lab**, Lab Researcher, (2023 - present)
- **Tufts Vietnamese Student Association**, Co-Vice President, Secretary (2020 - 2023)
- **Tufts Taiwanese Student Association**, (2022 - 2023)
- **Tufts Korean Student Association** (2020 - 2022)