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SUMMARY

I am passionate about data analysis, and with my progressive mindset, I constantly analyze and identify opportunities to optimize processes and drive continuous improvement. I am hardworking, eager to learn, and can work well under pressure.

EDUCATION

The University of Finance-Marketing
4th-year students in Management Information Systems
GPA: 3.4/4.0

PRIZE & CERTIFICATION

Excellent scholarship for the second semester of 2023
HackerRank SQL Basic Certification
TOEIC Certificate (Score: 550 - 2024)

EXPERIENCE

Data Analyst Intern at GoodFood Company in the F&B field

10/2024-1/2025

- **Collected customer data** from various online sources, including Google (Google Maps, Google Website, Google Business Profile using keyword searches), Online Business Directories, Specialized Websites,..
- **Data Cleaning & Standardization:** Removed duplicates, handled missing values, corrected data entry errors, standardized formats (dates, names, grades), applied data validation rules, and used Excel (Power Query) for text processing (trim, split, merge).
- **Dashboard Creation:** Designed and developed interactive Power BI dashboards to visualize key metrics and trends, including customer segmentation, sales performance, and inventory tracking.
- **Visualizations:** Created various types of visualizations including bar charts, line graphs, pie charts, maps, and KPI indicators to represent data clearly and effectively. Used slicers and filters to allow for dynamic interaction with the reports.
- **Data Analysis:** Implemented DAX (Data Analysis Expressions) formulas for complex calculations such as year-over-year growth, average sales, and customer retention rates.

Business Analyst Intern for the TNMonex Money Transfer Project at Vietcombank

5/2024-8/2024

- Collaborated with clients to gather detailed requirements and supported defect identification and validation.
- Conducted in-depth analysis of TNMonex transfer and KYC processes, ensuring accurate creation and review of test cases.
- Applied critical thinking to streamline workflows, enhance system efficiency, and resolve technical issues.
- Utilized Figma for UI/UX research, design, and continuous interface optimization.
- Developed comprehensive functional specification documents, including Use Cases, BPMN, and Sequence Diagrams to support development and QA processes.

SKILLS

- Data Visualization
- Analytical and Research Skills
- Problem-solving skills
- Presentation Skills

TOOLS

- Proficient in Power BI and Excel
- Basic in SQL

ACTIVITIES

Tutor for secondary school students in basic subjects and office computing(Microsoft Word and Excel)