

Batdulguun (Duku) Enkhtuya

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EDUCATION

Cardiff University,
Master of Science (MSc) in Computing

Cardiff, UK
(Oct 2023 – Sep 2024)

University of Sussex,
Bachelor of Arts (BA) in Philosophy, Politics & Economics (PPE)

Brighton, UK
(Sep 2020 – Jul 2023)

TECHNICAL SKILLS

Programming Languages: Java, Python, JavaScript/TypeScript

Frameworks and Libraries: .NET, React, Node.js

Tools and Platforms: Visual Studio Code, GitHub, GitLab, Bash, Terminal, Command Prompt,

Databases: SQL Server, NoSQL Databases (MongoDB), Entity Framework (.NET applications)

Development Practices: Test-Driven Development (TDD)

Systems and Networking: Linux environments, Networking configurations, and security.

Machine Learning: AI and Machine Learning (basic understanding or experience with machine learning frameworks like TensorFlow or PyTorch). **Data Structures and Algorithms:** Strong foundation in computer science fundamentals.

Soft Skills: Problem-Solving, Collaboration, Continuous Learning.

WORK EXPERIENCE

Embassy of Mongolia,
Administrative Internship

Stockholm, Sweden
(Jun - Jul 2019)

- Demonstrated exceptional adaptability and flexibility in managing various tasks amidst fluctuating workloads and demands, consistently meeting or surpassing deadlines.
- Orchestrated and coordinated meetings for the Consular team to tackle urgent matters concerning Mongolian citizens residing in Sweden, resulting in heightened satisfaction and positive feedback from participants.
- Conducted comprehensive research and delivered invaluable translation services for the Consular team, significantly enhancing the success rate of visa application submissions.

Ministry of Foreign Affairs,
Economics Internship

Ulaanbaatar, Mongolia
(Jul - Sep 2019)

- Conducted meticulous research and analysis on trade policies of strategic government partners, aiding the Department in formulating effective policy recommendations that resulted in successful negotiations.
- Spearheaded the coordination of logistics and provided on-site support for prestigious events attended by government officials and industry leaders, ensuring flawless execution and garnering positive feedback from participants.
- Played a pivotal role in the development of a comprehensive market access report, identifying significant barriers encountered by Mongolian businesses in foreign markets. This initiative led to the implementation of targeted solutions, subsequently increasing export revenue.

University of Sussex,
JRA Undergraduate Research

Brighton, UK
(Jun - Sep 2022)

- Conducted comprehensive research and analysis on the supply chain engagement between the UK & EU and remote third-party partners, unveiling a 30% dependency on such partners and identifying critical vulnerabilities in HS 6-digit products.
- Identified the top ten problematic HS 6-digit products for both the EU and UK, contributing valuable insights to a comprehensive list of challenges that could be effectively addressed through targeted policy interventions.
- Employed advanced Excel data analysis techniques to generate detailed charts and graphs, providing stakeholders with empirical evidence to support research findings and offering actionable insights into potential solutions.

Sussex Business School
Student Ambassador

Brighton, UK
(Oct 2022 - May 2023)

- Coordinated and executed annual school events with precision, providing crucial administrative support that contributed to a significant increase in attendance throughout the year.
- Provided invaluable assistance to the Sussex Business School team during open events, assessments, and community gatherings, ensuring seamless execution and fostering high levels of attendee satisfaction.
- Organized undergraduate and postgraduate sessions and events while delivering exceptional customer service to attendees, consistently earning positive feedback ratings for professionalism and effectiveness.

PROJECT EXPERIENCE

Justlife Charity Organization,
Student Consultancy Programme

Brighton, UK
(Jun 2023)

- Led the coordination and execution of a successful fundraising event for Justlife Charity Organization, attracting a wave of new supporters and substantially bolstering long-term financial backing for the organization's cause.
- Implemented innovative engagement strategies to transition new supporters into long-term donors, leveraging targeted campaigns aimed at Sussex students and interactive features on social media platforms, resulting in a noteworthy conversion rate.
- Devised and executed a comprehensive plan of action for volunteers, encompassing pre-event, on-site, and post-event activities. Coordinated tasks such as social media promotion, donation tracking, and follow-up communication with attendees, ensuring a well-organized and highly effective execution of the event.

Automated Assessment Tool (AAT) – Software Development Project
Cardiff University

Cardiff, UK
(Oct 2023 – May 2024)

- Spearheaded coherent strategic business planning, prioritizing the development, commercial viability, and economic factors of the Automated Assessment Tool (AAT). Identified and addressed external influences on the project, including ethical and legal considerations.
- Demonstrated expertise in computer architecture, system design, operating systems, programming languages, and empowered by AI generative systems, contributing significantly to the development of the AAT software.
- Conducted reflective analysis on personal and team performance, exhibiting strong leadership qualities and a commitment to continuous improvement and excellence throughout the project lifecycle.

LEADERSHIP EXPERIENCE

University of Sussex
Sussex Student Representative

(Oct 2020 - May 2021)

- Demonstrated a proven track record in effectively advocating for the needs and concerns of fellow students, ensuring their voices were heard and addressed.
- Skilled in fostering open communication channels between students and university administration, facilitating constructive dialogue and problem-solving.
- Dedicated to promoting a positive and inclusive student experience, striving to create an environment where every student feels valued and supported.

University of Sussex*Sussex Societies**(Jun 2021 - May 2022)*

- Coordinated as the welfare director for the largest Sussex Model United Nations Conference in March 2022, prioritizing the safety and comfort of delegates from various universities worldwide.
- Organized as head of chairs for the Sussex Model United Nations in March 2022, leading a team of experienced moderators to ensure a seamless and productive conference experience for all participants.
- Successfully orchestrated speaker events for the Sussex Politics Society in October 2022, featuring high-profile interviews with ambassadors from Finland and Iceland, as well as Lord Alex Carlile of Berriew. These events attracted over 200 attendees each and garnered positive feedback from both students and faculty members.