

Ngoc Ngan Ha Le | Kaity

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EDUCATION	University of Illinois Chicago – College of Business Administration Bachelor of Science in Information Decision Science • Concentration: Business Analyst Bachelor of Science in Finance GPA: 3.93	Chicago, IL 05/2026
EXPERIENCE	Planning, Sustainability and Project Management Department at University of Illinois Chicago Data Aide Intern Internship <ul style="list-style-type: none">Organized and maintained filing systems for over 100 documents and records, ensuring 100% integrity and accessibility of data for analysis by leveraging SQL databases for structured data management.Compiled data into spreadsheets containing 1,000+ rows of data, utilizing advanced Excel formulas, pivot tables, and SQL queries to clean and structure data, achieving a 30% improvement in analysis efficiency.Gathered and mined data from 5+ internal databases, creating 15+ dynamic Tableau dashboards to visualize key insights and generate monthly reports that informed 3 major business strategy decisions. GBCS Group Business Analyst Internship <ul style="list-style-type: none">Develop business strategies for client engagement, networking events, and lead generation.Assist in sourcing, drafting, and reviewing proposals.Research potential business partners, stay updated with market trends, and provide data-driven insights to support decision-making and team performance. Springer Capital Financial Analyst Internship <ul style="list-style-type: none">Assisted in developing investor materials for Glynac, focusing on Corporate Structure & Budget and Sales & Marketing Plan.Conducted market benchmarking, cost research, and go-to-market strategy analysis.Gained exposure to fundraising, SaaS models, and executive growth planning.	Chicago, IL 05/2023-12/2023 Remote 01/2025-Present Chicago, IL 05/2025-08/2025
LEADERSHIP	PCSA- Prevent Child Sexual Abuse Vietnam by VASER Founder Project Manager CFO <ul style="list-style-type: none">Led the creation and development of PCSA, raising awareness on child sexual abuse and safety.Assembled and led a team, winning \$5,000 in competition funding.Organized talk shows for grades 1-5, educating over 1,000 students on abuse prevention and self-protection.	HCM, Vietnam 08/2019-Current
SKILLS	<ul style="list-style-type: none">Technical: Structured Query Language (SQL), BI Tools: Tableau, STATA, Power BI, IBM SPSS, Programming Language: R, Python, JavaScript, Microsoft Offices: Excel, Word, PowerPoint, Machine Learning, Financial ModelingOther: Project Management	
CERTIFICATION	<ul style="list-style-type: none">CFA Level I Eligible November 2025	
PORTFOLIO	<ul style="list-style-type: none">https://kaityportfolio.my.canva.site/	