

# Khiem G. Nguyen

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## PROFESSIONAL EXPERIENCE

### **BCD Travel**

**Bellevue, WA**

#### *Program Analyst*

August 2023 – Present

Optimize traveling economics for clients by leveraging data analysis and utilizing DecisionSource software to identify potential saving areas. Collaborate with clients to understand specific traveling needs, thus helping clients achieve related savings goals. Assist clients in technical issues related to querying data from company's data warehouse DecisionSource.

- Query and analyze data using SQL and Python to perform due diligence on how to maximize traveling economics, helped customers drive traveling costs down by 10-15%
- Deliver monthly performance reports detailing key saving metrics to customers using Excel, PowerPoint, and Power BI

### **Vital Records Control LLC**

**Memphis, TN**

#### *Business Analyst*

May 2022 – August 2023

Monitor key business metrics on monthly basis, comprising profit, revenue, customer churn rate, and organic and inorganic growth by creating models using Power BI and Excel. Leverage VitalWeb4 software to enhance customer experience. Deliver assistance to customers in resolving technical issues related to usage of company's inventory management software, VitalWeb4.

- Utilize SQL to query and analyze data within company's database to ensure efficient management of critical business operations, including logistics planning, timely service delivery, and account receivables collection.
- Reduced business/human costs by 20% by effectively optimizing logistics planning and ensuring punctual service delivery to customers.

### **Publyon Shanghai**

**Shanghai, China**

#### *Buckman International Intern*

May 2021 – August 2021

- Reduced food waste in Shanghai, China by participating in research and development of white paper to propose effective solutions.
- Streamlined complex datasets into concise visualizations by showcasing thriving food waste market in China as appealing investment prospect for foreign enterprises.

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## EDUCATION

### **Rhodes College**

**Memphis, TN**

- Major: Bachelor of Arts, Economics & International Studies (GPA: 3.84)

August 2018 – May 2022

Relevant Coursework: Business (Power BI), Computer Science (Python), Economics (Statistical Analysis, Game Theory, Econometrics), International Studies (Research Method, Senior Seminar), Math (Applied Statistics & Calculus)

- Honors/Awards: Dean's List & Honor's Roll, Rhodes College Buckman Intern, Rhodes College Shewmaker Award

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## LEADERSHIP EXPERIENCE & AFFILIATIONS

### **Sigma Iota Rho International Studies Honor Society**

**Memphis, TN**

#### *Rhodes College Chapter President*

May 2021 – Present

#### *Rhodes College Chapter Member*

May 2020 – Present

- Allocate \$3,000 budget across various annual activities, including community engagement events
- Direct board comprised of Vice President, Treasurer, and Chief Editor to oversee recruitment, organizing events as well as alumni connections. Notable events include networking days, Careers for International Studies, and Why International Studies for a major
- Serve as initiatives in finding opportunities in graduate schools and research/internship for Chapter members

### **Rhodes College Organization of Investors**

**Memphis, TN**

#### *Member*

May 2021 – Present

- Runs a personal concentrated portfolio of 5 high-quality companies with a long-term approach
- Uses Cash Secured Puts and Covered Calls Options to capture dividends on stable dividend-paying stocks
- Participate in fortnightly meetings to discuss recent notable financial occurrences both domestically and internationally

**Other Affiliations:** Intercultural Perspectives Kinney Volunteer, Mortar Board Honor Society Candidate, Omicron Delta Epsilon Economics Honor Society Member, Rhodes College SEARCH Advisory Council Member

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## SKILLS & INTERESTS

**Languages:** Mandarin Chinese, Vietnamese, English

**Skills:** Data Analysis, Data Mining, Financial Analysis, Financial Valuations Modeling, Power BI, Excel, Python, SQL

**Interests:** Hiking, Reading, Strategic Board Games, Table Tennis, Badminton, Stock Research, Stock Options Strategy