

NGAN TRAN THI KIM

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Portfolio

A proactive, detail-oriented individual committed to driving continuous improvement in processes and outcomes, with a strong analytical mindset and a dedication to collaboration. With a "Can do" attitude, I am eager to bring my skills to a dynamic, data-driven environment where I can contribute to optimizing planning and data analysis efforts.

SKILLS

- Teamwork
- Problem-solving
- Business Impact Analysis
- Multitasking
- Data Visualization

EXPERIENCE

The Coffee House - Category Management Executive

Nov 2023 - Nov 2024

- Forecasting product's sales quantity by channel and stores to support business strategies and supply chain.
- Insight data visualization and analysis data sales weekly, monthly and ad-hoc questions to support decision-making on direction and controlling inventory
- Managing the end-to-end process of bringing new products to market involves coordinating cross-functional teams and ensuring all aspects of the product launch are executed seamlessly.

Lazada - Campaign Planner

Mar 2023 - Sep 2023

- Managing end-to-end process for monthly campaigns, including collaborating with cross-functional teams.
- Setting up landing pages (2-5 pages) presenting the highest standards and visuals to meet customer's demands and bring high GMV to cluster
- Tracking data performance through key metrics to optimize engagement support making on direction.

H&Friends GTL Viet Nam - Documentation staff

Jan 2021 - Dec 2022

- Issue Air Way Bill, Debit Note, Credit Note and other related documents
- Collaborating with the domestic team, airline and agents for shipments
- Follow and solve any arising problems related to the shipping

PROJECTS

Coffee Shop Sales Dashboard | Power BI, Dax | [Live Dashboard](#)

Visualize and analyze transactional data to identify purchase trends. This analysis led to the discovery of growth in revenue, customer behavior, and the product's performance over Month, Quater to make data-driven strategies.

The Coffee House Commercial Weekly, Monthly Reports | SQL, Power Query, GG Sheets, Pivot table, GG Slide

Created reports in Google Sheet, Slide, using Pivot Tables, visualizing by conditional formatting and charts to analyze sales trends, root cause. This enabled team discover insights for data-driven decision-making with key metrics (Growth in Net sales, AOV, Ticket Count, Quantity by category, location, channel, time, etc.)

Category Performance Reports | SQL, Power Query, GG Sheets, Pivot table

Tracking the performance of current products and new launching ones to find out customer behaviours, sales impact and support optimizing inventory as well as long-term and short-term business strategies

TECHNICAL SKILLS

Analytical Tools: GG Sheets, Power BI, Power Query, Looker Studio

Language: SQL, Dax

EDUCATION

Foreign Trade University

Aug 2016 - May 2020

Bachelor of International Business

Reference Tran Hoang Long (Mr.) - Data Analyst @ GiaoHangNhanh (GHN) - longth@ghn.vn
Tran Ngoc Thuy Tien (Mrs.) - Commercial Lead @ The Coffee House - 0898896489
Quach Mai Lan (Mrs.) - Air Export Manager @ H&Friends GTL Viet Nam - 0386876399