

LONG LUU (PETER)

BUSINESS ANALYST / FRONT-END DEVELOPER

Regina, Saskatchewan

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KEY COMPETENCIES

Business Analysis	Customer Service	HTML/CSS/SCSS/JavaScript	Vietnamese
Project Management	Research And Report	ReactJs	Japanese
Test Case Creation	Response Method Consultation	Java	English
Test Execution	Design Document	SQL	
Project Coordination	Negotiation	C#	

PROFESSIONAL EXPERIENCE

As a Bridge System Engineer (BrSE) / Business Analyst (BA) - the mid-point between customers and offshore team, my main tasks were:

- **Business Analyzing:** Read and researched all documents of projects, clarified the requirements, communicated with customers to define every features related to projects.
- **Project Coordinating:** Translated all documents and meetings from Japanese to Vietnamese and versa; managed tasks to keep deadline, discussed solutions with PM if there are late tasks; created documents related to projects; reported to PM and customer everyday.
- **Customer Service:** Communicated directly to customers; reported the process of projects daily; picked up and took care of customers when they came to Vietnam

In the projects below, I will describe tasks that are different from the three tasks above.

Business Analyst - Developer

Feb 2023 - Jun 2023

FPT SOFTWARE HO CHI MINH

Reference: HoaND10@fpt.com (Mr. Hoa - Basic Design Team Lead)

Project:

MULTI-MEDIA:

CMS of a Japanese television channel

- Created basic design and detail design based on requirement design; average time to created basic design for one screen was 2 weeks, included following steps: Read and research requirement design - Create - Internal Review - Fix - Customer Review - Fix (second round) - Internal Review (last round) - Delivery
- Supported BE team in analyze DB
- Learned PowerApp and joined Developer Team, implemented features based on created documents

Bridge System Engineer / Business Analyst

Nov 2021 - Feb 2023

SPLUS SOFTWARE JSC - SKG COMPANY JSC

Reference: haultt1995@gmail.com (Mr. Hau - Project Manager)

Project:

SAMS BOX SYSTEM:

CMS in foreign language education at high school - Managed by SPRINT model

- Designed Basic Design based on description of customer and defined, analyzed business of system
- Designed UX/UI (used Figma)
- Supported Tester on test executing (UTC and ITC)

SKY DINING:

CMS application for a chain of fast food restaurants - Managed by SPRINT model

- Supported Tester on test executing (UTC)

SYLLABUS SYSTEM:

University syllabus CMS

- Analyzed DB (used Postman and DBEaver)
- Created test cases (UTC, ITC) and executed UTC, ITC

GENERAL BA SUPPORTING

- Assisted BA Lead in translate and analyze documents of new projects to estimate time and cost of projects, the result will be provide for Sales Team to participate in bidding

Marketing Staff**Jun 2020 - Feb 2021****THE REPRESENTATIVE OFFICE OF HONG KONG SHINDO LIMITED IN HCMC****Reference: hochiminh2@shindo.com (Ms. Wendy - Marketing Supervisor)**

- Searched for new customers who match with company's market share to make relations, take care the current clients
 - Introduced, consulted products and answered customers' inquiries via phone and email
 - Discussed with both clients and HQ to develop new items and get the best price for customers
 - Translated meetings
 - Attended products knowledge courses in the company
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EDUCATION**SASKATCHEWAN POLYTECHNIC****In Progress****Program:** Business Information System**KOBE INTERNATIONAL UNIVERSITY (ST. MICHAEL UNIVERSITY)****Mar 2020****Reference: y.shimomura@kobe-kui.ac.jp (Mr. Shimomura - Dean)****Major:** International Communication**HO CHI MINH CITY UNIVERSITY OF FOREIGN LANGUAGES****May 2017****AND INFORMATION TECHNOLOGY (HUFLIT)****Major:** Japanese Studies

LEADER SHIP / ACTIVITIES**Regina Campus Vietnamese Student Society - President****Saskatchewan Polytechnic - Regina Campus**

- Connecting Vietnamese students in the campus and organizing events to introduce Vietnamese culture to everyone.

Oriental Languages and Cultures Department's Student Association - Secretary**Ho Chi Minh City University of Foreign Languages and Information Technology**

- Organized events and volunteer activities for students. Total more than 20 events and activities has been held during my 2 years term.
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CERTIFICATES**Professional Front-End Developer****Cybersoft Academic****Japanese Language Proficiency Test (JLPT) N2****Japan Foundation and Japan Educational Exchanges and Services****International English Language Testing System (IELTS) Academic 6.5****Ho Chi Minh City British Council**