Moon Bui
513-510-1957 | buinm@miamioh.edu | [Moon Bui - YouTube](#)

EDUCATION

Miami University | Oxford, Ohio (May 2019 - December 2023):
- Bachelor in Software Engineering
- Minor and Digital Marketing
- Average GPA: 3.89/4.0

WORK EXPERIENCE

Resident Assistant at Miami University | Oxford, Ohio (January 2021 - current):
- Assist in creating a safe and comfortable environment for student residents across halls
- Promote and support interactions between residents
- Create and maintain community within the hall
- Inform professional staff of potential problems within the community

Teacher's Assistant at Nhung Pham's English Center | Hanoi, Vietnam (June 2016 - June 2019):
- Kept track of secondary students' performance and works like essays and homeworks after every class
- Regularly updated teacher on students' performance and helped to plan alterations in the course curriculum
- Trained to work with large groups of students in teacher's absence and give constructive feedback

ACTIVITIES

Peer Mentor at Miami Leadership Academy for rising second year students | Oxford, Ohio (June 2021)
- Helped to build and facilitate a close-knit leadership community of around 40 rising second year students
- Directly mentored a small group of 6 to help them build meaningful connections, gain confidence as leaders and familiarize themselves with campus life
- Worked with Residence Central Staff to ensure a smooth event and safety for the participants

Vice Head of Content and Finance Department, Ichigo Ichie Festival 2018 | Hanoi, Vietnam (August 2017 - June 2018)
- Developed festival's theme, story, activities and financial estimation files
- Scouted and worked with sponsors in terms of contract, sponsorship benefits, etc.
- Coordinated with other departments to develop an event profile, budget plan and public relations to secure sponsors
- Directly operated the festival on the day of event
- Trained juniors to prepare for future events

SKILLS

Programming Languages: Java, C++ (basic), HTML/CSS for Web Development (basic) | **Marketing:** SEMrush SEO Toolkit Certification, Hootsuite Marketing Certification, Facebook's Page Management and Ads (basic), Adobe Photoshop (basic), Adobe Premiere Pro CC |
Languages: Vietnamese, English, Chinese (basic) |