

# NGUYEN THI NHU NGUYEN

## Data Analyst

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### PROFESSIONAL SUMMARY

Data Analyst skilled in SQL, Python, Excel, and Power BI, with experience cleaning data, building dashboards, and analyzing business and customer patterns. Proven accuracy in data processing and a strong ability to communicate findings clearly. Seeking a full-time role to deliver data-driven insights and scalable data solutions for business teams.

### EDUCATION

<b>Edinburgh Napier University</b>	Feb 2020 - Feb 2021
Master of Science International Business Management	
<b>Tay Do University</b>	Sep 2015 - Sep 2018
Bachelor of Environment and natural resources management	

### WORK EXPERIENCE

<b>Digi-Texx</b>	Jun 2022 - present
Data Processor	
<ul style="list-style-type: none"><li>Processed and validated large volumes of data, maintaining 98% accuracy and reliability.</li><li>Identified and corrected data errors to ensure data integrity for tracking and performing.</li><li>Collaborated with team members to troubleshoot data and system issues for improving workflow efficiency.</li></ul>	
<b>Ames Language Centre</b>	Feb 2019 - Jan 2020
Teaching Assistant	
<ul style="list-style-type: none"><li>Tracked student attendance and performance, providing regular progress updates to teachers.</li><li>Analyzed student performance data and generated weekly reports to class manager for optimizing lesson plans.</li><li>Engaged with students and parents to enhance learning outcomes and participation.</li></ul>	

### PROJECTS

<b>PwC Switzerland Power BI - Link</b>	2024
<ul style="list-style-type: none"><li>Built interactive Power BI dashboards to monitor HR metrics and workforce KPIs.</li><li>Analyzed diversity and gender balance, identifying gaps in executive-level representation using DAX measures.</li><li>Delivered insights and presentations, demonstrating consulting-style data storytelling.</li></ul>	
<b>Excel Skills for Business – Macquarie University - Link</b>	2023
<ul style="list-style-type: none"><li>Cleaned, analyzed, and visualized large datasets using advanced Excel functions.</li><li>Built automated reports and interactive dashboards to improve reporting accuracy and decision-making efficiency.</li></ul>	
<b>IBM Data Analyst - Link</b>	2022
<ul style="list-style-type: none"><li>Cleaned and transformed complex datasets using Pandas, ensuring high-quality analytical inputs.</li><li>Performed exploratory data analysis (EDA) to uncover trends, patterns, and actionable business insights.</li><li>Built interactive dashboards in IBM Cognos Analytics to highlight trends and key metrics.</li></ul>	

### SKILLS & CERTIFICATIONS

IELTS 6.0	
Data Analysis, Querying	SQL (MySQL), Python (Pandas, Numpy, Matplotlib).
BI & Data visualization	PowerBI (DAX, data modelling, interactive dashboards), MS Excel, Cognos analytics.
Soft Skills	Communication, Teamworking, Critical Thinking, Problem Solving, Adaptability, Time Management.
Certificates	SQL Advanced - Hackerrank, IBM Data Analyst - Coursera, Excel Skills for Business - Coursera.