

# NGUYỄN THỊ KIM NGỌC

Software Systems Analyst Intern  
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## OBJECTIVE

As a final year student majoring in Information Technology, I would like to apply for the position of Software Systems Analyst Intern to learn and develop professional skills. At the same time, I hope to contribute to the analysis, design and implementation of effective software solutions in a professional working environment.

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## SKILLS

### Technical Skills:

- System Analysis & Design: Proficient in UML modeling (Use Case Diagram, Class Diagram, Activity Diagram) and creating Entity-Relationship Diagrams (ERD).
- Programming Languages: Experience with Python and C#.
- Database Management: Familiar with MySQL, PostgreSQL, and Microsoft SQL Server.
- Software Tools: Skilled in using Microsoft Visio, Lucidchart, or other design tools for system architecture.
- Version Control: Basic knowledge of Git for code versioning and collaboration.
- Documentation: Ability to write clear and detailed user guides, technical documents, and manuals.

### Soft Skills:

- Strong research and information analysis skills.
- Clear and professional communication.
- Proficient in Excel and Word.
- Excellent problem-solving and troubleshooting abilities.
- Adaptable to both independent and team-oriented work environments.

### Language Skills:

- English: Good (e.g., capable of reading technical documents, basic communication in work environments).
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## PROJECT

### Library Management System

Role: System Analyst

Description:

- Conducted requirement analysis by interviewing stakeholders to identify key features such as book borrowing, returning, and overdue tracking.
- Designed system architecture using UML diagrams (Use Case, Class, Sequence diagrams).
- Developed an Entity-Relationship Diagram (ERD) to structure the database for book and user management.
- Collaborated with the development team to implement core features and tested the system for functionality and reliability.

Key Achievement: Delivered a fully functional system prototype used for presentation and user feedback.

## Expense Tracker Application

Aug 2015 - Aug 2019

Role: System Designer & Documentation

Description:

- Analyzed user requirements to create an application for managing personal expenses and generating monthly financial reports.
- Designed user-friendly interfaces and system workflows using wireframes and process diagrams.
- Created detailed technical documentation, including a user guide for non-technical users.
- Tested and debugged the application to ensure smooth functionality and user satisfaction.

Key Achievement: Improved user experience by optimizing application workflows, resulting in positive feedback during testing.

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## EDUCATION

Thuy Loi University 2021-2025

- Major: Information Technology
- GPA: 3.0/4.0