



TRUONG THI NGOC MAI

Applying for the BA position

30-04-1999
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OBJECTIVE

Apply to the BA position. Looking forward to learning more new knowledge from the company related to Business Analysts. Use the knowledge I have learned to develop myself as well as create useful projects in the future.

SKILLS

Self-Motivation

Meticulous

English

Team Work

Analytical Thinking

Presentation

INTERESTS

- Playing Team Building Games
- Talking To People



EDUCATION

PASSERELLES NUMERIQUES VIETNAM (PNV) - IN AN ACADEMIC PARTNERSHIP WITH DANANG VOCATIONAL TRAINING COLLEGE (DVTC)

09/2017 - 09/2020

College Degree in Information Technology

Expected Graduation Date: September 2020

Related Course Work:

- Database I and II
- Web Design
- Web Programming
- Testing (LCTP1)
- Technical Communication and Soft Skills



WORK EXPERIENCE

BUSINESS ANALYST-SGMC VIETNAM

01/10/2020 - PRESENT

Staff

Task Description:

- Meeting with the customer to get requirements (online/face to face)
- Analyzing all of the requirements to transform it into function/non-function
- Making basic mock-ups and design documents

Tool: Excel, AdobeXD, Zoom

MANUAL+AUTOMATION TESTER-ENOUVO GROUP

18/5/2020 - 18/09/2020

Intern

Task Description:

- Written the test design, test case, test flow, and test overview
- Manual testing for the products (includes website and mobile)
- Automation testing by writing the test scripts for the website

Tool: Excel, Git, Cypress

Link: <https://github.com/TruongThiNgocMai/TestingForDanaTrainWebsite>

BASIC SOFTWARE TESTING SKILLS-AXON ACTIVE

04/9/2019 - 29/11/2019

Trainee

Task Description:

- Learned about software development life cycle
- Learned about manual test
- Learned about Test Requirement and Software Errors
- Practiced writing the test case and log bugs for Railway websites

Tool: Excel, Git

Link: <https://github.com/TruongThiNgocMai/Testing-For-Railway-Website>



EXTRA ACTIVITIES

ENTREPRENEURSHIP - PITCHING CONTEST ABOUT THE BUSINESS IDEA

28/10/2019 -
12/12/2019

Team Member

Task Description:

- Built a business idea with the team
- Did the analysis of the idea
- Did market research and analyze statistics of people the statistical who want to use the

- Learn knowledge from blogs

application

- Used English to pitch the business idea

