Doan Thi Kieu Oanh

DATA ANALYST

0915 602 320 kieuoanhlhpk97@gmail.com Me Trì, Tu Liem, Ha Noi https://oanhdoan1402.github.io/Kiopofolio/

BACKGROUND/CAREER OBJECTIVES

I have nearly 2 years of experience in the Data industry. In addition to professional skills, I am also a young person who always tries my best to achieve the goals he sets in his work and career. With the skills, experience and spirit of always wanting to learn, I always try to devote my best and ensure work on 3 criteria: ACTIVITY - RESPONSIBILITY - COMMITMENT

EDUCATION

National Economics University 2019 - 2023

Economics

Economic

MindX School 2022 - 2023

Data analyst

Data Analyst Course

WORK EXPERIENCE

Cennos, Inc. 8/2021 - 8/2022

Data Entry Clerk

- Enter data, filter, edit and update product information on Excel and spreadsheet files.
- Update display images and AI on foreign e-commerce stores.
- Respond to customer emails in English about product information as it arises

Novaon Group 8/2022 - 12/2022

Talent Acquisition Intern

- Carry out recruitment activities for each department. Build sources and filter candidate information.
- Contact, discuss and arrange interview schedules at the request of the department head.
- Support the team to input candidate data into the Database. Make reports on recruitment status as required
- Contribute creative ideas to Employee Branding on Social platforms
- Make reports on the Team's Employee Branding development on Excel files, Google Sheets and Data Visualization on Power BI

FiinGroup 5/2023 - Present

Data Processing Specialist

- Led a team of 3 members and supervised 6-8 interns responsible for updating and maintaining a database of over 1 million Vietnamese enterprises, encompassing both public and private companies.
- Managed corporate profiles, financial data, corporate activities, import and export activities, as well as data on tax and insurance debts.
- Controlled and implemented the process of moving raw data to the database using SMSS, Database, Microsoft SQL, and ETL.
- Engineered and executed a data update and integration plan, significantly reducing data lag time from 3 months to 1 month.
- Established a data quality control system to enhance data accuracy, decreasing significant errors from 7% to below 3%.
- Cleaned data, identified, and rectified data issues, resulting in a 30% improvement in data consistency.

- Collaborated with 3 internal departments to streamline data requirements and documentation, thereby expediting data updates for 3 main analytical platforms.
- Executed SQL queries to extract financial report information, corporate finances, and business details as required by customers (Datafeed Project, API custom project).
- Utilized SQL, Power BI, and Excel (along with VBA and macros) to design and deploy a monthly Workforce Management Dashboard for a team of 20 analysts and each data group's personnel.
- Conducted analysis and developed tools using Python to automate and optimize the data processing process for various data sources such as Taxfee Debt, Insurance Debt, and Negative Business News.
- This optimization resulted in a more than 70% reduction in data processing time, diminishing reliance on human resources.
- Contributed to analyzing, evaluating, and preparing data for input variables of the business credit rating model for over 2,000 active Vietnamese enterprises.
- Regularly maintained and updated Data Flow documents, Mapping documents, and Rules on data processing procedures between systems to facilitate data ingestion and data solution services.

ACTIVITIES

Liên chi đoàn Khoa kinh tế và Quản lý nguồn nhân lực 2019 - 2021

Tiểu ban kĩ thuật - ban truyền thông

CERTIFICATIONS

MOS	2022
9Slide	2021
TOEIC (765)	2023
HACKERRANK	SQL (Advanced) Skill Certification Test SQL (Intermediate) Skill Certification Te

SKILLS

Excel	9/10
SQL	9/10
Python	6/10
Power BI	8/10
Statistics	7/10

INTERESTS

Reading, Listen to mucsic, singing, playing sports

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