

## **Viet Nguyen Cong**

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### **EDUCATION**

C. T. Bauer College of Business, University of Houston, Houston, Texas

**Bachelor of Business Administration in Management Information Systems**

**May 2021**

**Cumulative GPA: 3.96      Major GPA: 4.00**

- Finance 20% educational expenses through employment

### **SKILLS**

Fluent in Vietnamese

Proficient in coding: Java, Python, JavaScript, HTML, CSS

Proficient in Microsoft Excel, Access, Word, PowerPoint

Familiar with SDLC

### **ACADEMIC PROJECTS**

**The Ethical Dilemma of a Monopoly on Seeds (GENB 3302)**

**Spring 2019**

- Collaborated with a team of seven to conduct an in-depth analysis of the effect of monopolization in seed industry in different dimensions, provided recommended solutions.
- Delegated tasks to other group members and facilitated communication between the group and company representatives to provide timely status updates

### **EXPERIENCE**

**Attendant**

**August 2019 – Present**

**Delaware North Sportservice, Houston, Texas**

- Processed sales and service transaction in cashier register
- Monitored inventory and balance money in cash register with sales data

**Sales Associate**

**January 2018 – May 2018**

**Alibaba Real Estate, Ho Chi Minh city, Viet Nam**

- Worked in group of ten people to efficiently develop marketing strategies to attract sales
- Updated and customized successfully consultative sale techniques, increasing sales by 20% monthly.
- Provided excellent customer service, achieved the best employee of the month certificate

**Calculus Tutor**

**December 2016 – June 2017**

**International University, Ho Chi Minh city, Viet Nam**

- Created worksheet and practice quizzes to help college students prepare for exams in Calculus I
- Introduced the new study methods active recall and space repetition to professor and students
- Succeeded in helping students raise their class passing rate by 10% using the new introduced method

### **ACTIVITIES**

**Ted Bauer Leadership Certificate Program**

**September 2019 – Present**

- Attend workshops weekly to strength foundational communication skills including public speaking, professional writing, and group communication exercises
- Participate in Strengths Quest assessment to identify top 5 strengths

**Management Information Systems, Operation Committee Member**

**Spring 2019-present**

- Work with a team of fellow students to prepare food and beverages before each event
- Assist Members in checking into professional events and workshops

### **HONORS AND AWARDS**

Dean's List: Fall 2018

Dean's List 4.0 GPA: Spring 2019