

# Anh Lu

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LinkedIn: <https://www.linkedin.com/in/anhlu8/> | GitHub: <https://github.com/anhlu8> | Portfolio: <https://anhlu8.github.io/Portfolio/>

## SUMMARY STATEMENT:

Background in Project/Operations Management. Strong commitment to data-driven decision making and continuous improvement. Highly creative problem-solver and critical thinker. Have a strong sense of entrepreneurship. Big fan of Agile Development and Design Thinking.

## SKILLS:

- HTML5, CSS3, JavaScript, jQuery, MySQL, AJAX, Firebase, Bootstrap, Node.js, Go, Python, Git, GitHub, APIs, JSON, MongoDB, REST, MVC, Heroku, Object Oriented Design, React.js, Express, React Native, Agile development, and writing tests.
- Microsoft Office Suite, MS Project & Visio, SharePoint, Google Analytics
- Bilingual in English (fluent) and Vietnamese (native)

## PROJECTS:

## EXPERIENCE:

**Freelance Web Developer – Shopify Partners**

**August 2018 – Present**

**Operations Coordinator – Liberty Healthcare Corporation**

**January 2017 – August 2018**

- Manage data and produce monthly operations & KPIs reports to the President.
- Prepare new contract implementation plans, monitor timely completion of team assignments, and communicate progress among team members to facilitate successful new program start-up projects
- Take initiative to find ways to enhance the productivity of assigned executives as well as improve the overall efficiency and effectiveness of the operations group.
- Provide advanced administrative support to executives, both in-person and virtually
- Serve as liaison among executives and an extensive network of internal and external clients throughout the United States

**Retail Shop Owner**

**May 2015 – January 2016**

- Worked directly with manufactories in Vietnam to import and sell baby clothes and accessories on Shopify, Etsy, & Pinterest
- Worked directly with manufactories in the US to sell products on Amazon and eBay via drop-shipping method
- Experienced with creating Facebook & Google Ads

**Program Coordinator – Children's Hospital of UPMC**

**February 2014 – October 2015**

- Provided administrative support to the Fellowship Program Director, Clinical Director, and fellows
- Supervised the organization, audio/visual needs, and catering for meetings, conferences, and events
- Managed administrative and operational functions of fellowship and residency programs
- Planned and coordinated interview events for fellowship candidates and orientation events for incoming residents

## EDUCATION / TRAINING:

**Penn State Abington** (October 2018 – December 2018): Business Analysis Certificate (Have been accepted to the program)

**University of Pennsylvania** (May 2018 – October 2018): 24-Week Full Stack Coding Boot Camp Course

**Capella University** (August 2015 – February 2017): M.B.A., Double Major in Global Operations & Supply Chain Management

**Clarion University of Pennsylvania** (December 2013): B.S.B.A., Double Major in International Business & Business Economics

## PROFESSIONAL CERTIFICATES:

- Certified ScrumMaster® (CSM) – April 2018
- Certified Associate in Project Management (CAPM)® – October 2016