

VU PHUONG

BUSINESS ANALYST INTERN

Ha Noi | phuongvulhp100@gmail.com | 0787098690

Aspiring to become a professional Business Analyst, I have gained hands-on experience in writing requirement documents, communicating with stakeholders, visualizing data, and optimizing processes using SQL, Power BI, and Agile methodology.

KEY SKILLS

- Business Analysis: BPMN, Use Case, User Story, Requirement Gathering
- Data Analysis: Data cleaning & extraction (Python, MySQL), data modeling and generating actionable insights (Tableau/Looker Studio)
- Tools: Jira, Confluence, Trello, Figma, Draw.io
- Technical Skills: SQL, basic API knowledge, Agile/Scrum processes
- Soft Skills: Communication, logical thinking, time management, teamwork

EXPERIENCE & PROJECTS

Business Analyst Intern, VegaStar Technology

Feb 2025 – Present

Project: VNCS Library Platform

- Researched current workflows and gathered feature requirements from stakeholders
- Wrote SRS documentation and created BPMN diagrams
- Collaborated with developers, testers, and UX/UI designers to model business logic

Project: Viet Hung Hospital Kiosk System Integration

- Studied API documentation and designed the business logic flow
 - Created wireframes in Figma to demonstrate user interface
 - Participated in UAT, acted as a bridge between client and developers
- Result: Accelerated project progress, streamlined information flow and business processing

Data Analyst Intern, Strongbody

Nov 2024 – Feb 2025

- Monitored and analyzed daily data via GA4
 - Proposed and executed an email marketing campaign using Python for data cleaning and mass emailing via AWS SES
- Cut costs by 75% compared to third-party platforms, increased new users by 8%

EDUCATION

Bachelor's Degree in International Economics

Aug 2022 – Present

Foreign Trade University

Le Hong Phong High School for the Gifted, Nam Dinh

Aug 2019 – Jun 2022

Major: Mathematics

CERTIFICATIONS

- Advanced MySQL Challenge – Alex The Analyst
- Python Challenge – Alex The Analyst
- Intermediate SQL – HackerRank
- Basic Python Certification – HackerRank