

Min Nguyen

Beth Rd • Richmond, VA 23228 • (804) 616-1630
minnguyen.work@gmail.com • [LinkedIn](#) • [GitHub](#)

Objective

Data and Business Analytics professional with a strong foundation in data science, machine learning, and statistical analysis, and hands-on experience supporting analytics-driven decision-making in financial and operational environments. Seeking entry-level analytics or business analyst roles within financial institutions where data can be leveraged to drive strategic and operational insights.

Education

Virginia Commonwealth University - School of Engineering Expected Graduation: December 2026
Master of Science in Data Science
GPA: 4.0 (graduated coursework)

Relevant Courses

Introduction to Data Science · Applied Data Analysis · Applied Linear Regression · Introduction to Machine Learning · Machine Learning Algorithms · Statistical Data Science I · Advanced Database Systems

Skills

Programming & Data Analysis

Python, R, SQL, SAS, Excel

Machine Learning & Statistics

Regression, classification, clustering, model evaluation, statistical analysis

Data & Analytics Tools

Pandas, NumPy, scikit-learn, GitHub, Jupyter / Google Colab

Business & Analytics

CRM systems, data reporting, process optimization, operational analytics

Languages

English (fluent), Vietnamese (native), Dutch (conversational)

Professional Experience

Business & Data Operations Manager, Kilo Hollow Energy, Ashland, VA 03/2025 - Present

- Led data-driven business operations across sales, CRM management, project tracking, vendor coordination, and reporting for a fast-growing energy startup.
- Built and maintained CRM and operational tracking systems to manage lead pipelines, monitor project status, and support revenue forecasting.
- Analyzed sales and operational data to identify trends, inefficiencies, and opportunities for process improvement, supporting data-informed pricing and scheduling decisions.
- Coordinated cross-functionally with sales, engineering, and installation teams to translate technical constraints into executable business plans, improving project delivery and communication efficiency.
- Supported financial documentation, vendor pricing analysis, and internal reporting to aid operational and strategic decision-making.

ELP Assistant Advisor, Virginia Commonwealth University, Richmond, VA 06/2024 - Present

- Optimized enrollment and registration workflows for 150+ students per semester using data-driven process improvements, ensuring accuracy and timeliness.
- Analyzed enrollment and operational data to identify trends and implement enhancements that improved administrative efficiency by approximately 20%.
- Prepared reports on enrollment trends and program performance, delivering actionable insights to leadership to support planning and decision-making.

Academic Projects

End-to-End Machine Learning Analysis for Bank Marketing Campaigns, Data Science Capstone

VCU, Richmond, VA

Spring 2026 - Fall 2026

- Built and evaluated **predictive machine learning models** to analyze bank marketing data and forecast customer subscription outcomes.
- Performed data preprocessing, feature engineering, and exploratory data analysis on structured customer and campaign datasets.
- Assessed model performance using appropriate classification metrics and validated results across multiple modeling approaches.
- Applied **model explainability techniques** (e.g., feature importance, SHAP) to interpret predictions and identify key drivers of customer response.
- Collaborated within a capstone team to design the analytical workflow, define evaluation criteria, and translate model insights into actionable marketing recommendations.

Credit Card Fraud Detection Using Neural Networks, Neural Networks & Deep Learning,

VCU, Richmond, VA

Spring 2026

- Developed neural network models to detect fraudulent credit card transactions using highly imbalanced financial datasets.
- Conducted data preprocessing, feature scaling, and model tuning to improve classification performance.
- Evaluated models using precision, recall, and ROC-AUC metrics appropriate for fraud detection use cases.
- Documented methodology and results through both reproducible code and a technical report.

Independent Projects

Personal DietCoke Consumption Tracking & Analysis Project

- Designed and maintained a structured dataset to track daily Diet Coke consumption over time.
- Collected, cleaned, and organized time-series data to analyze trends, frequency patterns, and habit consistency.
- Performed exploratory data analysis to identify consumption patterns and potential behavioral insights.
- Applied basic statistical summaries and visualizations to communicate findings.

ELP Student Performance Analysis & Outcome Tracking - Independent Analysis

- Analyzed pass/fail outcomes across courses and academic levels each semester to evaluate student performance trends.
- Aggregated and cleaned historical academic data to calculate pass/fail rates and percentage distributions by course and level.
- Produced semester-over-semester comparisons to identify performance patterns and potential risk areas.
- Created structured tables and visual summaries to clearly communicate results to management and support data-driven discussions.

Professional Certificate