



TRẦN THỊ NGÂN

Business Analyst

INFORMATION

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DOB: 18/3/1994

OBJECTIVE

Becoming a senior BA, join the project with highly applicable technology products. I am looking for a new position where I can gain a lot of experience and a challenging job that will give me a great deal of management thinking in the management and finance fields. That will help to step up in my career path

SKILLS

✓ Research	●	●	●	●	○
✓ Presentation	●	●	●	●	○
✓ Thinking	●	●	●	●	○
✓ Solving problem	●	●	●	●	○
✓ Knowledge ERP	●	●	●	○	○
✓ Writing	●	●	●	●	○
✓ English	●	●	●	○	○

EXPERIENCE

SAP RMK CONSULTANT/ TH PROJECT

01/2021 – now

Hitachi Vantara Vietnam

- Research documents and system about module Successfactors recruiting marketing (RMK)
- Analyzing customer requirement, take FIT/GAP with SAP best practice, and consulting business process, give solution and finalizing customer requests
- Drawing process with Visio, writing the functional specification document (FS)
- Configure and test systems, implement integration with RCM (Recruiting management)
- Writing test cases, training documents, other related documents...

SAP HCM CONSULTANT/ VIETTEL PROJECT

09/2020 – now

Hitachi Vantara Vietnam

- Research SAP HCM documents about Time management and integration between SAP HCM and Successfators
- Join workshop to analyze business and discuss solutions
- Drawing process with Visio, writing the functional specification document (FS)

SF RCM CONSULTANT/ NOVALAND PROJECT

10/2019 – 06/2020

Hitachi Vantara Vietnam

EDUCATION

2012-2016

Institute: National Economics University

Level: Good **GPA:** 7.88/10

Major: International Economy

VOLUNTEER EXPERIENCE

- ✚ Participating in volunteer work in club
 - ✚ Volunteering at major events such as 1000 years of Thang Long, Earth Hour ...
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HOBBIES

- ❖ Travel
- ❖ Listen to music
- ❖ Volunteer activities

- Research documents and system about module Successfactors recruiting management (RCM)
- Analyzing FIT/GAP with SAP best practice, and consulting business process, give solution and finalizing customer requests
- Configure and test systems, implement integration with Employee Central (EC)
- Writing test cases, training documents, other related documents...
- Training UAT, training end-user, fix issues, support end-user to resolve problems when UAT and go-live...

In addition, I participated in AMS projects such as TH, TCI Group and have strong knowledge about other modules such as Employee Central (EC), Recruiting marketing (RMK)...

SAP SUCCESS FACTORS CONSULTANT/ CMC PROJECT

03/2019 – 09/2019

Ciber-CMC Joint Venture Corporation

- Research documents and system about module recruiting management
- Analyzing and consulting business process of customer (recruiting), finalizing customer requests
- Config and test systems for demo with customers
- Drawing process with Visio, writing the functional specification document (FS)
- Support to research about EC

ORACLE HCM CONSULTANT/ MSB PROJECT

08/2018 – 02/2019

FPT information system Co., Ltd

- Analyze HR business process of maritime bank

- Take the solution and writing FS to build customize function about human resources workflow core HR
- Test and tracking problems about integration between the system on-premise and cloud
- Writing user guides, test cases and support user to test when UAT

In addition, I also support some projects in the survey stage, writing future business process documentation and config systems like BIDV, ATAD

SAP HCM CONSULTANT/ ALS PROJECT/ SBV PROJECT

11/2017- 07/2018

FPT information system Co., Ltd

- Survey and Analyze of overall HR business process
- Carry out FIT/ GAP analysis, research to build the solution
- Take the plan to implement of HCM module
- Design future business process documentation
- Config, test, writing FS, coordinate with Dev to design function (OM, PA, RC, PD, TE, e-recruiting submodule)
- Writing user guides, test cases, related documents... training users
- Support to review solution, document PY, TM submodule
- Collect and process data conversion, convert to the system
- Create authorization menu/ role specification, develop, test
- Support user go-live and resolve problems