



Lê Hoàng Anh

Business Analyst

Date of birth: 05/10/1995

Gender: Male

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PROFESSIONAL SUMMARY

- I completed my education from the faculty of Information Technology at the University of Transport and communication.
- I am an IT technician with *5 years of experience* working in software development. In there, I have *nearly 4 years of experience* in the Business Analyst Job.
- I have knowledge about *Software Development Life Cycle, Database*.
- A few big information systems I've worked with: *ERP, CRM, EOFFICE, SOCIAL SECURITY, KB finance*.
- I am a friendly and sociable person. I am *careful and responsible* for the job. *Confidence, agility*, eagerness to learn and quickly adapt in new projects.
- I am *good at controlling my job time*. I have *good communication* and presentation skills, have the ability to *analyze and solve problems*.
- My goal in work is to become a Senior Business Analyst.

EDUCATION

10/2013 - 02/2018

**University of Transport and
Communication**

Major: Information technology (IT)

GPA: 2.33/4.0

PROFESSIONAL EXPERIENCES

12/2022 – 04/2024

KB Fina

Position: Business Analyst (12/2022 – 04/2024)

- Define requirements from Business's Department and make application requirements.
- Specification of SRS documents (including "System Processing" specification documents and UI/UX specification documents) based on Business's requirements.
- Present to developers information about the functions that will be developed during the sprint. And assist them in clarifying issues during the software development process.
- Training for Users about new function and helps them to do User acceptance test - UAT.

- Work in the agile environment. Good at to use Jira, Confluence, Office 365, Figma, and Diagram tools.
- Build the software wireframe and database.

The projects have participated in:

- **KB il sang:** Financial platform for Indonesian people.
- **KB Fina:** Financial platform for Vietnamese people.

05/2021 – 09/2022

Honda VietNam

Position: Business Analyst (05/2021 – 09/2022)

- Define requirements from Business's Department and make application requirements.
- Plan for developing application.
- Evaluate solutions from Vendor.
- Write project documents.
- Report to Manager about project progress.
- Training for User to use Application.
- User acceptance test - UAT
- Work at waterfall environment. Good at to use Jira, Confluence, Office 365, SAP ERP.
- Support to build the wireframe and database.


The projects have participated in:

- **SCA:** A software is used to manage data of sale process.
- **CRM:** A software was developed on mobile app and web app platform.
- **SAP ERP:** Software connection with SAP system.

03/2020 – 05/2021

BuCA JSC

Position: Business Analyst (03/2020 – 05/2021)

- Analyze customer requirements and advise software solutions - Analyze the Government circular for software development.
- Write the Software Requirement Specification Documents, User Requirement Document, Instruction document.
- Good at to use the Tool : , PS 6, Microsoft Visio, Google Docs.
- Work at waterfall, agile environment. Good at to use Jira, Confluence, Office 365
- Build the wireframe and database.

The projects have participated in:

- **Social Security:** A software is used to manage data of Gorverment.

03/2019 – 03/2020

INFINIQ VIETNAM Company

Position: Processing data staff – Annotator (03/2019 -> 08/2019)

- Receive Data from TeamLeader
- Processing Data follow instruction from QA, QC

Position: Supervisor – Reviewer – Team Leader (08/2019->1/2020)

- Check the Data quality.
- Receive Data, requirement from Project Lead.
- Guide team members on project requirements.
- Manage 5 members of my team.
- Follow, manage the members' progress, guarantee finishing the job before deadline.

The projects have participated in:

- **Mercury:** Data for autopilot cars
- **Earth:** Identifying bent object data for bulging fisheye cameras on autopilot cars
- **Nia:** Data on Korean landmarks for fly cams
- **Mars (phase1-2):** Data identifying objects on the road for autopilot
- **PersonNet:** Data identifying traffic signs for autopilot cars
- **Uranus:** Data of every real object participating in traffic for autopilot cars

03/2017 - 04/2017

Samsung SVMC company

Position: Developer internship

- Examine software development processes.
- Build a system for basic Android software.
- Work in a team
- Application programming.
- Products: Application for Android programming learner based on Android foundation.

Skills

Soft skills

- Good communication and presentation skills, have ability to analyze and solve problems.

Languages

- Able to communicate in English at basic level. Good at to read and write.
- Native Vietnamese

- Proficient in using Photoshop, Balsamiq.

Support tools

- Microsoft Visio, [REDACTED], Wireframe, Figma.
- Microsoft office: Word, Excel, Power Point.
- Jira, Confluence.

INTERESTS

- Travelling around the world, photography.
- A good salary will resolve everything.

OUTSTANDING PROJECTS

- **KB il Sang & KB Fina** (12/2022-04/2024)

Customers	KB finance group
Description	Financial platform for Vietnamese people and Indonesian people.
Number of member	20
Position	Business Analyst
Project's role	<ul style="list-style-type: none">- As 1 BA:- I exploit the request from the Business Department.- Build software solutions.- Write SRS documents- Support Dev to clarify issues during software [REDACTED]
Technologies	Mobile app (front end) Web app (back end) IOS, PHP.

- **SCA**
(5/2021- 5/2022)

Customers	Honda VietNam
Description	A application support to sale cars.
Number of member	7
Position	Business Analyst

Project's role	<ul style="list-style-type: none"> - Clarify requirements and document specification product development - UAT
Technologies	Mobile app (front end) Web app (back end) IOS, PHP.

- **Social security** (03/2020 – 05/2021)

Customers	Gorverment
Description	<ul style="list-style-type: none"> - Government social management app
Number of member	5
Position	Business Analyst
Project's role	<ul style="list-style-type: none"> - UAT - Clarify requirements and document specification product development
Technologies	Web app (back end) 