Dang Dang

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EDUCATION

University of Saint Thomas, Saint Paul, MN   Expected May 2023
Master of Science, Software Engineering, GPA: 3.96
Graduate Certificate in Artificial Intelligence
  Coursework: Foundation of Software Development, Software Engineering, Software Analysis and
  Design, DevOps and Cloud Infrastructure, Database Management System and Design;
  Foundation of Data Analysis, Data Analytics and Visualization, Machine Learning

University of California, Davis, CA   Graduated March 2018
Bachelor of Science, Statistics

SKILL

Python, Java, HTML, CSS, SQL, MATLAB, Tableau, R
Git, GitHub, MySQL, Oracle SQL Developer, Amazon Web Services (AWS)

PROJECT

Java Application – Tic Tac Toe Game
Class Project - University of St. Thomas, Spring 2021 -
https://github.com/dang1840/SEIS635FinalProject.git
  Worked in a team of three members to build Tic Tac Toe game using Java and MySQL
MATLAB Project – Bank Marketing
Class Project – University of St. Thomas, Spring 2022
  Worked in a team of three members to build machine learning models for bank marketing data
Tableau Project – Job Change Over Years
Class Project – University of St. Thomas, Spring 2022
  Worked in a team of four members to analyze and to visualize Job Change Dataset

PROFESSIONAL EXPERIENCE

Mail Assistant
University of St. Thomas – Minneapolis, Minnesota   February 2022 – Present
  • Managed mail and packages processing, sorting, distribution efficiently
  • Processed outgoing mails and shipments accurately
  • Printed ID, delivered paper, and assisted customers
  • Operated all the office machinery normally used in mailing office

Office Assistant
Global Law Group – Dallas, Texas   August 2018 – June 2019
  • Communicated with in-person clients to ensure all clients' needs were met with high satisfaction
  • Interviewed clients, filed out new clients' files and contracts, scheduled meetings between the attorney and clients
  • Worked closely with clients during their cases, answered clients' questions, and ensured clients were happy and satisfied with the services of the firm
  • Contacted clients, lawyers, and court personnel to schedule interviews, hearings, meetings, depositions, and trials
  • Oversaw budget, prepared financial reporting, assessed future budgetary needs
  • Communicated with marketing agencies to produce high quality advertising materials, including pamphlets, brochures, fliers, etc...