

# Dang Vu Quang Dang (Dan)

631 Callahan Pl, Mendota Heights, MN 55118 | 408-480-4956 | dang1840@stthomas.edu

## EDUCATION

---

**University of Saint Thomas, Saint Paul, MN**

January 2020 – Expected May 2023

*Master of Science, Software Engineering, GPA: 3.95*

Coursework: Foundation of Software Development – Java, Software Engineering, Software Analysis and Design, DevOps and Cloud Infrastructure, Database Management System and Design

**University of California, Davis, CA**

September 2014 – Graduated March 2018

*Bachelor of Science, Statistics*

## SKILL

---

*Programming/Scripting Languages:* (Proficient) C++, Java; (Familiar) JavaScript, HTML, CSS, SQL

*Tools:* Amazon Web Services (AWS), MySQL, Oracle SQL Developer, Git, GitHub

## PROFESSIONAL EXPERIENCE

---

### Office and Legal Assistant

Global Law Group – Dallas, Texas

August 2018 – June 2019

- Greeted and 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...
- Managed multiple social media platforms for client outreach
- Resolve multiple month backlog of liens' collection
- Filed papers, maintained and organized files efficiently

## PROJECT

---

### Desktop Gaming Application

*Class Project - University of St. Thomas, Spring 2021:*

<https://github.com/dang1840/SEIS635FinalProject.git>

- Worked with a team of three people to develop a single player and multiplayer Tic Tac Toe game
- Wrote the game codes in Java. Built GUI using Java Swing. Built a database using AWS and MySQL. Performed Junit tests.

## VOLUNTEER

---

**Grace Garden, Davis, CA, Feb 2016 – Jul 2018 | UC Davis Housing Day, Davis, CA**

**Feb 2018 | Putah Creek Council, Davis, CA, Feb 2018**