Dan Chi Le

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SUMMARY

Analytical and detail-oriented Business and Data Analyst with hands-on experience in database management, data modeling, and automation of reporting systems. Skilled in SQL, SSRS, Power BI, and data visualization with a strong background in analyzing and preparing data to drive business decisions. Adept at working in cross-functional teams and optimizing workflows.

EDUCATION

CALIFORNIA STATE UNIVERSITY, LONG BEACH   Long Beach, CA
Bachelor of Engineering, Biomedical Engineering   December 2024
Relevant Coursework: Data Analysis, Data Visualization, Software development, Data Collection, Data Cleaning, Data Filtering

WORK EXPERIENCE

HealthSmart MSO   Cypress, CA
Business Analyst   Jun 2024 – Present
- Collaborate with cross-functional teams to automate key business processes, improving operational efficiency and reducing time delays.
- Prepare and organize data for internal and external data transfers, ensuring accuracy and maintaining data integrity.
- Organize and prepare data for audits, ensuring compliance with company standards.
- Analyze historical and real-time data to assess trends, leading to the implementation of enhanced systems to handle increased operational volume.

CALL THE CAR   Diamond Bar, CA
Data Analyst   Jun 2023 – Jan 2024
- Query data from Microsoft SQL Server databases for daily, weekly, and monthly reporting to clients(BlueShield of CA, LA Care, Inland Empire, and Central California Alliance) on key performance indicators of transportation for Medicaid, Medicare, and Commercial members.
- Review and analyze procedures and functions to fulfill the request.
- Implement new and change to exist web reports (SSRS-Microsoft SQL Server Reporting Services)
- Worked with developers to review and enhance new data models.
- Used PowerBI for analytic reporting to replace existing SSRS.

VIETNAM MARTIAL ARTS CENTER   Westminster, CA
Taekwondo Instructor   Jun 2016 – Present
- Lead demonstration team in practices and performance.
- Teach children with mental disabilities.

LAC HONG PERFORMING ARTS GROUP   Westminster, CA
Equipment Manager, Internal Event Coordinator, and Performer   Jun 2016 – Jun 2023
- Manage inventory of musical instruments.
- Maintenance on equipment.
- Performed at Disney, NBC, Tết Festival, Vegas, and universities such as UCLA, USC, Chapman and more.

UNITY TAI CHI   Garden Grove, CA
Tai Chi Instructor   May 2017 – Present
- Teach and lead adults in practicing tai chi.
- Plan social events for the class such as anniversary and Lunar New Years.

PROJECTS

AUTOMATED REPORTING SYSTEM FOR HEALTHCARE TRANSPORTATION KPIS   Jun 2023 – Jan 2024
- Created and maintained automated SSRS reports that provided key insights on transportation services for Medicaid and Medicare members, reducing manual reporting efforts by 60%.
- Transitioned the report system to Power BI, enhancing visualization and providing real-time data updates for more accurate decision-making.

EEG BCI MOBILE DEVICE   Aug 2023 - Oct 2024
- Proposed to create a device that would move through brain waves (Aug 2023 - Dec 2023)
- With the BCI(Brain-Computer Interface) technology, we could translate EEG(electroencephalography) waves into data that can be transferred to make a device move.
- Utilize python to do data analysis on offline collected EEG data

BLOOD-BRAIN BARRIER ORGAN-ON-A-CHIP REVIEW   Jan 2023 – May 2023
- Analyzed data from recent research from permeability of blood-brain barrier to present current findings
- Created data visualization to present to professors and cohort using

ARCHERY BIOMECHANICS   Aug 2022 - Dec 2022
- Collected photos of archer to gather data and import into Kinovea
- Processed data and utilized kinematic equations to calculate maximum distance traveled with varying degrees of position

ADDITIONAL

Data Analysis: Python, Excel, SQL, R, PowerBi, Tableau
Database: SQL and T-SQL Programming, Database Structure Design, SSRS Programming
Front-end: HTML, CSS, Javascript
Others: Git, Github, C#, Java, MATLAB, SOLIDWORKS