

Contact

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www.linkedin.com/in/thinh-nguyen-quoc (LinkedIn)

Top Skills

Adobe Photoshop

Creative Writing

Human Physiology

Languages

English (Professional Working)

Vietnamese (Native or Bilingual)

Japanese (Elementary)

Certifications

Talent Management

People Analytics

HR as a Business Partner

Organization Design

Learning Excel: Data Analysis

Honors-Awards

Inspiring Leader

Top 24 HR Function at "Doanh nhan tap su" competition

Sinh Vien 5 Tot

Excellent function team member

Excellent Team

Thinh Nguyen Quoc

HR Digitalization | People Analytics | Human Capital Intelligence
Ho Chi Minh City, Vietnam

Summary

Oh hello there!

I'm an HR enthusiast that thrives on helping others, paying it forward and going above and beyond with each and every task. I have deep passion on growing and gaining new skills on my HR journey. I value learning from others, genuine connections and hearing about other people's passions and how I can possibly help. I also believe in getting things done but smiling along the way!

I am a big fan of reading psychological books and watching Netflix. Two of my favorite books are Irrationally Yours by Dan Ariely and The Paradox of Choice by Barry Schwartz. Two of my Netflix series are Hellbound and Stranger Things.

What books and Netflix series are you reading and watching? What are you doing to develop your HR career? Feel free to connect and let me know!

Experience

Coca-Cola Beverages Vietnam

2 years 7 months

Assistant Manager - HR Digital Solutions & Project Management
September 2024 - Present (7 months)

People Management Trainee

September 2022 - August 2024 (2 years)

Ho Chi Minh City, Vietnam

1. First stint: Organizational Effectiveness & Labor Cost Management
 - + Provided key business insights and action plan reflected in Organizational Effectiveness index
 - + Controlled the budget closely between RE and actual amount of money to manage labor cost movement

- + Initiated Overtime tracking dashboard in PowerBI

2. Second stint: Total Rewards

- + Designed recognition culture module for company onboarding program
- + Strengthened recognition culture through internal communication campaigns and award scheme improvement
- + Researched insurance scheme in the market and assessed the offers from vendors

3. Third stint: Talent Acquisition

- + Filled vacant positions to meet business demands on time
- + In charge of talent mapping for Green Field (factory relocation) project
- + Led promotion events for young talent recruitment programs (MT, Sales freshers)
- + Created E-recruitment plan
- + Led recruiting JD-promoting video project

4. Fourth stint: Employee Data Management & People Analytics

- + Provided seamless HR services for world-class employee experience in all stages of their cycle
- + Ensured data compliance with company standards and laws
- + Developed techniques that allow for the collection of accurate data
- + Implemented procedures related to the secure and efficient handling and sharing of data
- + Delivered UAT for e-labor contract project
- + Led HR Portal project
- + Initiated and created PowerBI one-stop shop people dashboard for people reporting & analytics

5. Fifth stint: Talent & Development

- + Lead Talent Marketplace project for skill-based organization
- + Create website for Performance Differentiation toolkit to digitize and level up employee experience
- + Digitalize Refreshing Conversation survey to build feedback-rich culture
- + Evolve Performance Management system following Swire policy
- + Deliver operational excellence in running mentoring & coaching program

Cross-functional projects: Pride Month, Metaverse Employee Engagement Platform, DEIB Baseline

PepsiCo

Commercial Human Resources Business Partner

July 2021 - December 2021 (6 months)

Ho Chi Minh City, Vietnam

- Led project of Talent Sourcing (Distributor Customer Representative Sourcing from military basecamps)
- Led talent engagement through online platforms for Sales Department during Covid-19 by implementing Vitamin Care, Fun and Energy to emphasize Dare to Win culture
- Built HR Dashboard for Sales for attractive visualization & accurate analysis
- Assisted in dealing with Covid-19 cases in Sales

Adecco

Talent Acquisition

December 2020 - May 2021 (6 months)

Ho Chi Minh City, Vietnam

- Recruited 19 internal positions in the first 3 months to promptly replace ineffective employees and ensure company productivity.
- Initiated the Adecco Recruitment Trainee Program for talented fresh graduates.
- Designed and posted job ads to online and offline channels to recruit talents.
- Screened CVs and phone interviewed candidates to select the best fit.
- Synergized with hiring managers to deliver the best recruitment process experience to the candidates.
- Managed candidate database.

AIESEC in Vietnam

Social Project Management Executive

March 2019 - August 2020 (1 year 6 months)

Ho Chi Minh City, Vietnam

- Recruited and led 32 ambassadors of 2 social projects (Talent Attraction and Selection).
- Organized 6 learning and development spaces of 2 projects during 3 months with 90% ambassadors engaging (Talent Training and Development).
- Planned and implemented internal communication, and incentive system (Talent Retaining).
- Overachieved target of retention rate over 90%.

HUMAN CLUB at FTU-HCM

1 year 10 months

President

June 2019 - July 2020 (1 year 2 months)

Ho Chi Minh City, Vietnam

- Led a team of 5 Vice Presidents for personal development, and operational execution.
- Ideated, developed, oversaw and implemented vision, strategic plans, culture, and operational policies.
- Represented the organization to all external stakeholders.
- Created and managed Executive Board Selection Program.
- Initiated the new strategy to change the focus from HR to all economic fields.
- Successfully led and organized Recruitment Project with 100+ applicants, "Networking Series" event with nearly 100 participants, "Livestream: FTU student in 4.0 Revolution with nearly 200 participants, and "HR Expert" competition with 400+ contestants.
- Achieved target of 80% members reaching their goals.

Human Resources Officer

October 2018 - June 2019 (9 months)

Ho Chi Minh City, Vietnam

- Collected data to find out the insights of 41 club members to plan and implement internal projects, including learning and development; and teambuilding.
- Implemented incentive system, and internal communication (Talent Retaining).
- Implemented email process for customers in external events.
- Overachieved target of engagement score over 95%.

FTU Zone

Content Creator

October 2018 - June 2019 (9 months)

Ho Chi Minh City, Vietnam

- Created the detailed content for a 1000-person event and a 500-contestant competition.
- Created motivational speeches to university.
- Achieved 9/10 for Net Promoter Score.

Education

Foreign Trade University

Bachelor's degree, International Business/Trade/Commerce · (2018 - 2022)

