

Contact

www.linkedin.com/in/quannguyen629 (LinkedIn)

Top Skills

Project schedule
Scaled Agile Framework
Resources management

Languages

Vietnamese (Native or Bilingual)
English (Professional Working)

Certifications

Advanced IT Applications Certificate
Google Project Management:
Professional Certificate
Microsoft 365 Certified:
Fundamentals

Honors-Awards

Science Research Contest for
University Student - Euréka

Quan Nguyen Tran

Software Project Manager @ FPT Automotive
Ho Chi Minh City, Vietnam

Summary

Spearheading the Project Management Office at HELLA, my focus is on meticulous budget management and resource allocation, ensuring the successful delivery of projects in line with ASPICE assessments. At the heart of my approach is a commitment to fostering teamwork and effective communication, which has been instrumental in the preparation of Launch Readiness reports and the moderation of project team meetings.

With a Bachelor's degree in Business Administration and Management, I leverage my educational foundation to enhance my competencies in project planning and oversight. My tenure has been marked by a drive to deliver meaningful reports and presentations, underpinned by my certifications in TOEIC and Advanced Information, as well as a Google Project Management credential obtained in October 2023.

Experience

FPT Automotive
Software Project Manager
June 2024 - Present (10 months)
Ho Chi Minh City, Vietnam

Raeda Vietnam
Business Development Associate
May 2024 - June 2024 (2 months)
Ho Chi Minh City, Vietnam

FORVIA HELLA
Project Management Consultant
September 2022 - June 2024 (1 year 10 months)
Ho Chi Minh City, Vietnam

- + Handle Timing Plan
- + Assist in budget planning and cost tracking

- + Assist in resources management
- + Manage and moderate project team meeting
- + Assist in engineering change management
- + Deliver meaningful reports and presentations
- + Prepare launch readiness report
- + Acting as Scrum Master for SAFe pilot project
- + Involve in risk and opportunity management

Achievements : 98% Net Positive Promoter Score

FPT Software

Quality Assurance Officer

April 2021 - May 2022 (1 year 2 months)

Ho Chi Minh City, Vietnam

- + Perform Process & Product Verification
- + Measure & Analysis Software project's KPI
- + Tracking project health & progress
- + Identify risks, escalate them and follow action
- + Early warning issues, risks of project
- + Consult PM define project process

Achievements : Highest CSS QA point for all assigned projects

NGSC

SAP Functional Consultant

2019 - 2019 (less than a year)

Ho Chi Minh City, Vietnam

Saigontourist Holding Company

Food and Beverage Server

2014 - 2014 (less than a year)

Ho Chi Minh City, Vietnam

Education

Ho Chi Minh City Open University

Bachelor of Business Administration - BBA, Tourism and Travel Services
Management · (October 2012 - April 2017)