

HA BUI

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Education

Concordia University Texas

Sep. 2023 – Expected April 2025

Master of Business Administration, Accounting Concentration

Austin, Texas

- **GPA:** 4.0/4.0
- **Relevant Coursework:** Financial Accounting, Corporate Finance, Quantitative Research, and Data Analytics

University of Huddersfield

Sep. 2019 – Dec. 2020

Master of Science in Education

Huddersfield, United Kingdom

- **Graduated with Distinction**

University of Languages and International Studies

Aug. 2014 – May 2018

Bachelor of Arts in English Language Teacher Education

Hanoi, Vietnam

Experience

University of Science and Technology of Hanoi

Jun. 2021 – August 2023

Educational Consultant

Hanoi, Vietnam

- Implemented an expense tracking and reporting system, ensuring compliance with organizational financial policies and strengthening internal controls, which led to a 40% reduction in reporting errors and a 3-day reduction in monthly closing time.
- Performed monthly budget reconciliations for programs totaling \$30K, identifying and resolving discrepancies, and preparing detailed variance analysis reports for senior management to support decision-making.
- Conducted financial and competitive analyses to assess enrollment trends and uncover opportunities, which contributed to a 10% increase in student enrollment for targeted programs.

Hanoi University of Industry

Aug. 2018 – Aug. 2019

Accounting Assistant

Hanoi, Vietnam

- Conducted regular internal audits of departmental expenses and financial records, ensuring adherence to university financial policies and identifying opportunities for cost optimization.
- Streamlined accounts payable processes through automation in Excel, reducing processing time by 30% and significantly minimizing payment errors, improving overall financial efficiency.

IEG Global, Inc.

Jul. 2017 – Sep. 2018

R&D Specialist

Hanoi, Vietnam

- Managed project budgets and conducted cost-benefit analyses for educational programs, ensuring optimal resource allocation and a 20% reduction in unnecessary expenditures.
- Designed comprehensive English language syllabi, resulting in an 80% increase in grade-3 students' English proficiency from pre-A1 to A2 after only one month.

Academic Projects

Financial Analysis of Target Corporation

Microsoft Excel, PowerPoint, Word

- Conducted comprehensive financial analysis of Target Corporation, creating consolidated statements of operations and financial position (balance sheet and income statement) for two fiscal years using Excel.
- Analyzed historical share price data in conjunction with financial reports to identify factors influencing stock price movements, developing skills in financial statement interpretation and market analysis.
- Evaluated the company's compliance with GAAP standards, identifying discrepancies and recommending adjustments to ensure accurate and compliant financial reporting.

Comparative Financial Analysis: Novo Nordisk vs. Eli Lilly

Microsoft Excel, PowerPoint, Word

- Led a team of 5 in conducting an in-depth financial analysis of Novo Nordisk and Eli Lilly, coordinating data collection and analysis of financial statements and market data over three years.
- Performed year-over-year trend analysis for 25+ financial ratios, evaluating compliance with accounting standards and identifying key risk areas and non-compliance relative to industry benchmarks.
- Proposed strategic recommendations to enhance financial performance, including cost-cutting measures projected to increase EBITDA margin by 5%.

Technical Skills

- Excel, Tableau, SQL, QuickBooks, SAP, PowerPoint, Word