**Phuc Happi Nguyen**

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**EDUCATION**

**University of Houston**, C.T. Bauer College of Business, Houston, TX May 2019

Bachelor of Business Administration, Management Information System **GPA 3.345**

* Management Information System Student Organization (MISSO) Operation Committee

**EXPERIENCES**

**University of Houston, College of Technology** August 2018 – Present

***Technology Consultant***

* Lead and coordinated a team to participate in the E:90 Competition- **Energy Conservation**
* Planned and operated a project to develop a new Alexa skill for college donation purpose by using **AWS**
* Assisted the Digital Multimedia Developer to develop “Space Shooter” game by using **Unity**
* Tested **Virtual Reality** to deliver transformative experiences to Computer Science gaming classes
* Professionally performed photographing skills at college events

**University of Houston, College of Liberal Arts and Social Science** November 2016 – August 2018

***Dean’s Office Assistant***

* Managed financial data assisted to the Executive Director of College Business Operations
* Proficiently used Microsoft Office to assist the Executive Director of Communications in a project
* Assured that all incoming and outgoing mails are delivered in a timely manner
* Researched, reported, and purchased office supplies for college faculty and staff
* Made cold callings and delivered important documents

**ACADEMIC PROJECTS**

**Target Case Competition** November 2017

* Competed with more than 20 groups to create a new business model for Target that can reduce 25% of shopping time for customers.

**Citizen’s Environmental Coalition System Request for Consulting** September 2018-December 2018

* Provided overall IT technology assessment with recommendations for improvement with a focus on office network.

**Houston Women March On Communications Project** January 2019-Present

* Modernized the client’s website, Instagram and Facebook page by designing new logos and making informative posts that serve marketing and advertising purposes.

**VOLUNTEER**

* Regional Food Bank of Oklahoma – Oklahoma 2014-2015
* Metropolitan Library System – Southern Oaks Library – Oklahoma 2014-2015
* INTEGRIS Southwest Medical Center- Oklahoma 2014-2015

**KEY SKILLS**

**Soft skills:** Adaptability, Leadership, Communication

**Hard skills:** Java, HTML, SQL Database, Amazon Web Services, Business Analytics, Digital Media, Project

Management, Microsoft Office

**ADDITIONAL INFORMATION**

* Languages: English and Vietnamese

**“Project Management and Data Analytics are my expertise”**