Harmony Nguyen

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PROFESSIONAL SUMMARY

Insight-driven data analyst with 5 years of experience in research coordination and product data management. Skilled in project management and processing large datasets to identify trends and deliver actionable insights to key stakeholders.

EXPERIENCE

Project Analyst (Contractor for Rivian Automotive)   October 2024-Present
Quick Release_

- Analyze and maintain large, complex part data to support engineering change actions and ensure data accuracy across Rivian vehicles
- Collaborate with cross-functional teams (i.e., engineering, manufacturing, product managers) to validate and implement vehicle configuration updates
- Delivered detailed reports and recommendations for improving data quality to company stakeholders
- Conduct knowledge shares and shadowing sessions to help onboard new internal and client hires on project workflows, analysis tools, and best practices for BOM management

Research Coordinator   November 2022-September 2024
Cognition, Affect, and Temperament Lab
Pennsylvania State University

- Developed scripts in R to clean and process questionnaire data, including automated handling of missing/invalid responses and calculation of raw, weighted, and Z-scores
- Queried and cleaned geospatial data from U.S. Census API; formatted output into an accessible dataset with full documentation for team use
- Supervised a team of 20 undergraduate research assistants; conducted biweekly touchpoint meetings to troubleshoot issues and refine project workflows
- Trained 15 students for data collection, scaling participant session capacity by 60%

Lead Undergraduate Research Assistant   May 2021-October 2022
California Polytechnic State University, Pomona

- Developed study materials including consent forms, pre/post-test questionnaires, and study protocols
- Collected in-person and online survey data from 150 students and 10 faculty
- Held one-on-one interviews with faculty and small-group interviews with students
- Summarized findings through written reports and oral presentations highlighting the impact of educational innovation on students and faculty

EDUCATION

Bachelor of Arts, Psychology, GPA 3.97   May 2022
California Polytechnic State University, Pomona

SKILLS

Research and Data Analysis: SPSS, R, SQL, Qualtrics, REDCap, Databricks, survey design, focus groups
Project Management: End-to-end project coordination, multitasking, cross-functional collaboration
Technical: Microsoft Office (Excel, PowerPoint, Word), Google Workspace (Docs, Sheets, Slides, Forms)