

# Hoang Viet Do

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Results-driven Analyst specializing in data analysis, statistical modeling, and time series forecasting. Skilled in delivering actionable insights to boost efficiency and support strategic decisions with R and Microsoft tools.

## WORK EXPERIENCE

### Data Analyst (Placement)

Feb 2024 - Aug 2024

#### Department of Treasury and Finance

VIC, Australia

*Tech Stack: R, HTML, Quarto, LaTeX*

- Implemented a forecast reconciliation methodology using statistical modeling and time-series analysis, improving land transfer duty revenue forecast accuracy by 40% and supporting government market monitoring and regulation.
- Analysed large volumes of financial data using R to refine prediction models, generating insights that informed policy decisions.
- Authored a paper on the project's methodology, submitted for internal publication and aimed at external release in Victoria's Economic Bulletin, contributing to revenue forecasting.
- Liaised with stakeholders to drive policy decisions and enhance financial strategy by presenting findings and demonstrating improvements in forecast accuracy.

### Data Analyst & Research Intern

Mar 2021 - Jun 2021

#### Boo Trading JSC

Vietnam

*Tech Stack: Excel, VBA, R*

- Streamlined data entry and cleaning processes using R, handling over 3,000 data points daily, improving data integrity by 35% and increasing operational efficiency by 20%.
- Utilised Excel and VBA for comprehensive data reporting, resulting in a 30% increase in report accuracy.
- Performed in-depth marketing analysis and segmentation, leading to targeted marketing strategies boosting customer retention by 18% and improving engagement rates by 12%.

## SKILLS

**Programming Language:** R, Python (Pandas, NumPy, Scikit-learn), SQL, VBA

**Data Analysis & Visualisation:** Tableau ([Sample work](#)), Power BI, R Shiny

**Machine Learning Model:** Logistic Regression, Decision Trees, Neural Networks, Survival Models and Cluster Analysis

**Actuarial Mathematics:** Experienced in probability, statistics, financial mathematics, risk modeling, and risk management

**Others:** Microsoft Excel (Advanced), Word, PowerPoint and Google Suite

## PROJECTS

### Victoria Criminal Incidents Analysis and Visualisation Project

Aug 2023 - Nov 2023

*Tech Stack: R, R Shiny, HTML, CSS*

- Conducted comprehensive analysis of criminal data using R and presented findings in an interactive web application for stakeholders.
- Developed an interactive web application to present findings and insights effectively to stakeholders and the public.

### Social Impact Hackathon Kidsafe Victoria – Monash Business School

Sep 2023 - Sep 2023

- Achieved third place for a plan to create an interactive online course and game for Kidsafe Victoria, demonstrating strong problem-solving and collaboration skills.
- Developed a concept plan for a sustainable income stream for Kidsafe Victoria, including financial projections and business requirements, showcasing analytical and strategic planning abilities.

### Capstone Project - Insurance pricing product

Oct 2022 - Nov 2022

*Tech Stack: R Shiny*

- Developed a dynamic insurance pricing model in R Shiny, allowing for interactive parameter adjustments, relevant to customers' insurance needs.

## EDUCATION

### Master of Actuarial Studies

Feb 2023 - Jul 2024

Monash University

GPA: 3.4

- Relevant coursework: Actuarial Control Cycle, Data Science Principles.
- Third Place - Kidsafe Victoria Hackathon:
  - Achieved third place with a comprehensive plan for product development and financial projections to create an interactive online course and game for Kidsafe Victoria.

### Bachelor of Actuarial Science

Jul 2019 - Nov 2022

Monash University


GPA: 3.6

- Awarded the Monash Business School Scholarship for three consecutive years for academic excellence.
- Relevant coursework: Completed part I subjects (Actuaries Institute - Foundation Program)
- Peer Mentor:
  - Supported international students in overcoming academic challenges and personal issues, achieving a 90% student satisfaction rating at the end of the program.

CERTIFICATIONS

Actuary Program - Data Science Principles by Actuaries Institute of Australia	Aug 2024
Actuary Program - Actuarial Control Cycle by Actuaries Institute of Australia	Apr 2024
Foundation Program - Part I by Actuaries Institute of Australia	Mar 2024
SAS Programmer Specialization by Coursera	Feb 2023
Excel Skills for Business Specialization by Coursera	Feb 2023

PUBLICATIONS

Forecast Reconciliation for Land Transfer Duty 	
<ul style="list-style-type: none"><li>The paper presents a novel forecasting methodology for land transfer duty in Victoria, focusing on forecast reconciliation techniques.</li><li>Accepted for internal publication and targeted for external release in Victoria's Economic Bulletin.</li></ul>	