**LINH THAO HUYNH**

Washington, D.C. 20007| lh0412a@student.american.edu | (918) 574-5388

**EDUCATION**

**American University** | Washington, DC Expected May 2023

GPA 3.85

*Majors*: Economics (B.S.) | Data Science *with a strong interest in accounting*

*Minor*: International Studies

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**TECHNICAL SKILLS**

**Advance Level**

R Analytics | Data Compilation and Manipulation | Memo and Article Writing | Excel | Google Software/ Drive

**Proficient Level**

STATA | Graphic Designing | Adobe Applications | Market Research

**Beginner Level**

Python | Quickbooks | Tableau

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**AMERICAN UNIVERSITY |** Washington, D.C.

*Supplemental Instructor* January 2022 -Present

* Assisting two faculty members with their accounting courses and overseeing 130+ students
* Providing academic support to students with out-of-class review sessions and one-on-one tutoring sessions
* Plan review lessons, organize large in-person review sessions, compile data on students’ performance, manage large spreadsheets, attend classes to aid in the logistics of class lectures
* Manage course’s Canvas pages and responds to daily emails from professors and students

**TONIC** | Washington, D.C

*Hostess* August 2021- November 2021

* Assisted customers, booked reservations, coordinated large events, and trained 4 new employees

**TUGOOH TOYS** | Washington, D.C

*Sale Associate* August 2020- January 2021

* Assisted customers, conducted sales, managed inventory, and trained 4 new employees

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**RELEVANT COURSEWORKS**

**ADVANCED R COURSES**

* Collect, organize, process, interpret and graphically model large dataset into practical insights
* Collaborate alongside other data scientist students weekly to complete coding projects
* In-dept experience in automating workflows and creating core deliverables from big data

**INTERMEDIATE PYTHON COURSES**

* Working on several python packages like *numpy*, *pandas*, and *pytables* to process large datasets
* Scripting automating systems to simplify redundant tasks and to extract pertinent information from public datasets, primarily business and accounting

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**SOFT SKILLS**

Strategic Planning | Details and Tasks Oriented | Time Management | Leadership | Engaging | Administrative Work | Extremely Organize | Strong Customer Service | Adaptive | Problem Solver

Vietnamese (Fluent) | English (Fluent) | German (Intermediate)

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**CAMPUS AND COMMUNITY INVOLVEMENT**

**Omicron Delta Epsilon: Economics Honor Society** January 2022 – Present | *Honor Member*

**BRASAU |** American University September 2021 – Present | *Club Member*

**AU First-Generation Student Union |** American University September 2020 – Present | *Club Member*

**Circle K International |** American University September 2019 – Present | *Club Member*

**Thrive DC** | Washington, DC September – December 2019| *General Student Staff*