

MINH TRUONG

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EDUCATION

CREIGHTON UNIVERSITY HEIDER COLLEGE OF BUSINESS

Bachelor of Science in Business Administration

Major: Business Intelligence and Analytics, Summa Cum Laude

Omaha, NE

May 2025

GPA: 3.96

- Alpha Sigma Nu, Jesuit Honor Society
- Beta Gamma Sigma, International Business Honor Society

2025

2025

SKILLS

- Expert in JMP, Power BI, Tableau, Microsoft Access and Microsoft Office
- Proficient in SQL, PHP, Python, HTML, and JavaScript
- Hands-on experience with Kali Linux and Window terminals
- Applied ML models using Scikit-learn for data analysis and prediction tasks
- Financial Statement Analysis
- Experienced with n8n and Power Automate
- Fluent Bilingual (Vietnamese and English)

RELEVANT EXPERIENCE

AIO.NE - Autogrator

AI Automation Specialist

Omaha, NE

July 2025 – Present

- Design and build automated workflows using no-code and low-code tools (e.g., n8n, Power Automate) to streamline internal business processes for clients
- Develop and prototype custom AI agents for task automation, including natural language understanding, data extraction, and real-time decision-making support
- Collaborate with cross-functional teams to identify automation opportunities and propose efficient AI solutions tailored to client needs.
- Document workflows and coordinate with the CTO to ensure secure deployment of automation solutions

Creighton University Analytics and Institutional Research

Data Analyst Intern

Omaha, NE

Fall 2024 – May 2025

- Enhanced user experience by refining interface code and implementing keyword-based filtering and highlighting, enabling faculty to locate relevant information more efficiently
- Built a Tableau dashboard analyzing US News ranking criteria to assess Creighton's performance, helping the provost identify areas for institutional improvement
- Automated data cleaning for 800+ records using Python, streamlining a manual process and reducing preparation time by over 85% to support faster, more efficient analysis and reporting
- Established a secure connection between Tableau and the DBMS using SSH tunneling, terminal, and Python, laying the groundwork for real-time updates to support dynamic data access for faculty
- Built a predictive model with Scikit-learn to forecast Creighton's 2026 ranking and developed an interactive interface allowing users to adjust U.S. News metric weights and view insights dynamically

Creighton University Communication Center

Public Speaking Tutor

Omaha, NE

October 2022 – May 2025

- Assisted students in discovering topics, developing outlines, forming strong thesis statements and creating informative visual aids
- Helped students overcome speech anxiety by providing guidance, and a supportive environment to build confidence in public speaking

Research Project

A Conceptual Model of Trust in Generative AI Systems

Omaha, NE

April 2024 – Present

- Identified factors influencing user trust in GAI through literature review and discussions on trust in human-computer interactions
- Contributed written content and formatted citations for the research paper draft
- Developed and proposed a conceptual model outlining key trust factors in GAI, and presented to research advisors for feedback and integration into the project
- Designed survey scenarios and crafted questions to collect participant data for testing research hypotheses on user trust in GAI

Educational Project

BlueBox Practicum Course

Omaha, NE

Fall 2024

- Contributed to the BlueBox Project, enhancing a Raspberry Pi Device storing offline educational resources for underserved communities in the Dominican Republic with limited internet connectivity
- Developed an interactive shape quiz with 2D and 3D visuals to support students learning geometry offline
- Built offline HTML and code editors, enabling teachers and health professionals to create, edit and share health education materials
- Configured a live-streaming camera to broadcast classroom experiments and hands-on activities in real time without internet
- Created an offline financial tracker for a nonprofit to enable better business management, and provide financial performance insights

ACTIVITIES AND SERVICES

- Secretary in Applied AI Club
- Dean's Honor Roll for Social Responsibility, 75+ hours of service

February 2023 – Fall 2024

Fall 2024