

# NGUYEN MINH ANH



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[LinkedIn](#)



[Portfolio](#)

## WORK EXPERIENCES

### Giaohangtietkiem



Mar 2021 - Aug 2022

A professional delivery company specializing E-Logistics, providing last-mile delivery and cash-on delivery for shops or companies online business

### Data Analyst (Performance Project)

- Reduced 50% time for monthly manual task which was altering employees' performance under tight deadlines and high correction with **SQLyog, Impala, GitHub**.
- Optimized work and communication process that increased productivity by 30%.
- Collaborated with data, operation and product teams to make urgent ad-hoc reports within 1 day.
- Achieved "Employee of September 2021" and "Prospective employee of year 2021" rewards.

### Business Analyst (Shop E-wallet Project)

- Built dashboard with **Apache Superset** which enabled users to discover strategies that growed E-wallet users by 70+ thousand shops.
- Effectively communicated findings to stakeholders, made recommendations for improvement and delivered new features.
- Received "Employee of June 2022" prize.

### Pmax Agency



Oct 2020 - Dec 2020

A digital performance marketing agency focuses on service and technology to help businesses drive sales and marketing performance

### Optimizer (Digital Marketing)

- Managed ads performance using **Excel/Google Sheet** at least 3 hours per day.
- Fixed errors and optimized dashboard.
- Multi-tasked under pressure by joining 2 projects at the same time.

## ACTIVITIES

### Human Resource Club



Sep 2018 - Dec 2019

A FTU's Club which mission is to connect students and business & create environment for member growth

### Product Operator ([website: https://hrc.com.vn](https://hrc.com.vn))

- Analysed users insights using **Data Studio and MySQL** to make content plans and articles, one of which reached 2.500 views in 3 days.
- Increased web traffic by 10% through effective emails marketing and performance tracking by **Google Analytics**.

### Events Organiser

- Increased work effectiveness by 25% compared to last year by engaging notorious stakeholder with smooth communication.
- Led a team to organise a event and dealt with tight deadlines due to sudden changes of plan within 2 weeks.

## EDUCATION

### Foreign Trade University



Sep 2018 - Sep 2022

International Bussiness Management

GPA: 3.25

## SKILLS

### Technical

- Microsoft Excel, SQL: Proficient
- Power BI, Figma: Competent

### Language

- Vietnamese: Native
- English: Competent (IELTS 6.5 in 2020)

### Certificates

- Hackerrank SQL Certificates (Basic - Intermediate - Advanced)