

# ANITA NGUYEN

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## EDUCATION

**Kingston University**      **Bachelor of Science, Psychology 2:1**      **September 2016 - July 2019**  
*Notable Modules – Research Methods: A*

**Akademiet Sixth Form College**      **August 2015 - June 2016**  
*Psychology: A, Science: A-, Maths: A-, History: A, Norwegian Literature: A*

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## PROFESSIONAL EXPERIENCE

**Data Analyst**      **January 2020 - Present**  
**Rubix, Baker Street**

- Performing initial analysis to assess the quality of the data
- Preparing comprehensive reports based on analysis to stakeholders
- Data Management, including creation, updates, and deletion
- Working closely with project managers to understand and maintain focus on their analytical needs, including identifying critical metrics and KPIs, and deliver actionable insights to relevant decision-makers

**Research Assistant**      **May 2019 - November 2019**  
**Kingston University, London**

- Designed, collected and analysed large datasets
  - Converted data into meaningful and actionable insights
  - Data Entry and Data Cleansing
  - Utilised SPSS, Excel, and Qualtrics to track and analyse data
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## PROFESSIONAL SKILLS

- Statistical Knowledge
  - Attention to details
  - Numerical and Analytical skills
  - Data Visualisation and Report
  - Data Cleansing and Data Enrichment Techniques
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## TECHNICAL SKILLS

- Great level of knowledge within Microsoft Office including: Word and PowerPoint
  - Advanced use of SPSS and Excel
  - Working knowledge of HTML, CSS, JavaScript and Python
  - Fluent in Norwegian and Vietnamese
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## **ACHIEVEMENTS**

### **Code First: Girls**

- Completed Code First: Girls coding course – introduction to web development (HTML, CSS, JavaScript)

### **Achieved Kingston Silver Award**

- Achieved Kingston Silver Award for participating fully in university life, alongside academic courses

### **Second Place Winner at the UG Psychology Conference**

- Received 2<sup>nd</sup> place for my dissertation project at Kingston University's UG Psychology Conference

### **President of the Psychology Society**

- Helped to create a welcoming and fun place for new students

### **Course Rep & Module Rep**

- Worked closely with staff in the Psychology department to improve the course and overall experience of the university

### **Volunteering**

- KingstonHub Empower program: Helped to support young women as a mentor

***References upon Request***