

Nancy Nguyen

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EDUCATION

Oregon State University, Corvallis, Oregon

Sept 2019 - June 2022

Bachelor of Science, Computer Science, GPA 3.80/4.00

(Expected)

Chemeketa Community College, Salem, Oregon

Sept 2016 - June 2019

Associate of Science/Oregon Transfer Degree, GPA 3.74/4.00

WORK EXPERIENCE

Vip Jewelers Incorporated, Salem, Oregon

June 2018 - Present

Office Specialist

- Maintain detailed records of finance reports and distribution of employees paychecks.
- Provided translation from English to Vietnamese to respond to customers needs and interpret written texts from emails and documents.
- Complete assigned data entry requests and tasks by sorting and verifying data for inventory and client information.

Chemeketa's Applied Technologies Department, Salem, Oregon

Office Assistant

June - Aug 2017

- Documented over 3 classes of course experience student surveys per shift that capture valuable feedback on instructors and academic course
- Demonstrated flexibility and work ethic in enthusiastically taking on additional tasks related to office administration responsibilities
- Delivered reports, letters, and various documents as requested by supervisor and other staff members to other departments

SKILLS

Programming languages: C++, C, Python, HTML, CSS, JavaScript, Java

Database experience: MySQL, Relation Database

Software tools: GitHub, Microsoft Office (Word, Excel, PowerPoint), Figma, Docker, Arduino

Additional skills: Fluent in Vietnamese and English, Communication, and Organization

PROJECTS

Oregon Humane Society API (link) // JavaScript, Shell, Docker, Mongo

- Collaborated as a team member to implement a RESTful/API to suit the needs from the Oregon Humane Society application of having a database.
- Developed API routes enabling users to view and edit all the different animals that are available to adopt and their locations, and information for employees and services offered by the shelter.

Android Movie Picker App (link) // Java, Android Studio

- Designed an interactive Android mobile application that uses a third-party movie API to allow users to generate a movie suggestion by filtering to their preferences based on language and genre.
- Implemented YouTube Android API on mobile application allowing users to view movie trailers based on the movie's they've selected.