





# VO THI THIEN MY

## Contact

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-  Portfolio  
link:

*Detail-oriented professional with comprehensive, effective communication, interpersonal, and proactively learning attitude. I aim to leverage my abilities to successfully fill the vacancy at your company as a Junior Data Analyst with certification from the GooglexNIC program and over 1 year of experience in teaching and associate myself with various types of personality as an Academic IELTS teacher.*

## Language

Academic IELTS  
Certificate of 8.0  
(12/2023)

## Experience

Apr 2023 - Apr 2024

**IMAP - IELTS Fighter, Ho Chi Minh City**

### Academic IELTS Teacher

- Designed and implemented data collection systems using Excel and Google Forms to collect, track, and analyze student's performance metrics such as Class assessment, behavior score, skill improvement, and progress tests...
- Organized and stored student assessment data in a systematic way using conventional naming and numbering systems
- Analyzed assessment data to identify trends and patterns, and provide insights to tailor teaching strategies for individual learners. Example: provide Vietnamese explanations and IELTS-related examples in handouts during grammar hours so that different levels of students can understand any complicated grammar point made during Writing class.
- Developed and delivered comprehensive presentations using PowerPoint to effectively communicate key concepts and core knowledge, which resulted in an improvement from 0.5 to 1.0 band score in 1 month
- Facilitated meetings with parents to review student progress while presenting data insights and recommendations to support students further.

Oct 2022 - Jul 2023

**Jabil Vietnam, Ho Chi Minh City, District 9 - HCMC Hi-tech Park**

### Industrial Engineer

- Collected and analyzed weekly scrap cost and FPY (first pass yield) rate, identified trends and abnormalities in scrap cost and FPY raw data for timely update and process data
- Prepared comprehensive reports detailing scrap data analysis findings with actionable insights through communication with cross-functional team
- Collaborated with cross-functional teams including manufacturing engineers and shift leaders to identify root causes of excessive scrap costs and suggest improvements in production processes to reduce scrap cost by 0.13% by the 2nd Quarter 2023.
- Proficient in Excel for data manipulation, analysis, and visualizations through weekly - quarterly scrap reports and weekly headcount optimization at shopfloor

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## Education

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2022

**Bachelor of Engineering in  
Industrial and System Engineering  
- Women in Engineering Honor**  
*International University, VNU, Ho Chi  
Minh city*

2023

**Data Analyst NICxGoogle  
Certificate**

2023 - Present

**Data Analyst with Power BI  
DatacampxMicrosoft Certificate**

## Skills Acquired

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Project Management  
Effective Communication  
Time management

Excel / Google Sheets  
PowerPoint  
PostgreSQL  
Power BI  
Python

## Projects

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- **2024** | Analyzing Customer Churn in Power BI: DatacampxMicrosoft  
Power BI training certificate
- **2024** | Data Analyst NICxGoogle Case Study 1: How Does a Bike-Share  
Navigate Speedy Success?
- **2023** | Improve 15% productivity of Jabil handling operators through  
analyzing and re-scheduling work-flow at shop-floor
- **2023** | Develop and Organize offline workshops to Improve the Change  
Management mindset for Industrial Engineers across Jabil
- **2021-2022** | Capstone Design: Modeling the spread of COVID-19 in Ho  
Chi Minh City during fourth wave
- **2021-2022** | Modeling Ambulance Service for high-risk epidemic  
patients in HCMC during the COVID-19 outbreak through ARENA  
simulation software