

# Dat Nguyen Trong

Hai Phong, Vietnam

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## OBJECTIVE

I'm Dat, a IT Development based in Vietnam. With over 2 years of experience Tech-savvy and results-driven freelance IT professional with strong expertise in Microsoft Power Platform, including Power BI, Power Apps, and Power Automate. I specialize in building no-code/low-code business solutions to streamline workflows, automate processes, and visualize data effectively. With hands-on experience delivering tailored applications and dashboards for clients across industries, I combine technical skills with business acumen to deliver impactful and user-friendly solutions.

Always eager to take on new challenges beyond my current scope and learn new skills.

Key strengths:

- Designing Power BI dashboards for real-time insights and performance tracking.
- Developing custom Power Apps to replace manual workflows and enhance data entry.
- Automating tasks and integrations using Power Automate across Microsoft 365 and third-party services.

## WORK EXPERIENCE

### Damen SC Shipyard Co., Ltd - *IT Development - Power Platform Specialist*

Feb 2025 - Present

- Designed and developed Power Apps applications to digitize internal processes.
- Leverage Low Code/No Code platforms to rapidly develop and deploy applications with minimal manual coding.
- Built interactive Power BI dashboards, analyze performance, and make data-driven decisions.
- Collaborated closely with business departments to gather requirements, analyze workflows, and recommend solutions using Power Platform tools.
- Created automated Power Automate flows to streamline tasks.
- Train and coach local business users on accessing data and utilizing tools such as Power BI, SharePoint and Excel for data analysis.
- Developed Power BI dashboards for data visualization and reporting.
- Optimized SharePoint sites for document management and collaboration.
- Stayed updated on emerging technologies and best practices in IT and Power Platform.
- Managed software installations and updates.
- Documented IT procedures and created user guides.
- Collaborated with cross-functional teams to implement IT solutions.
- Contributed to continuous improvement of IT services and support processes.
- Provided timely resolution of technical issues to minimize downtime.
- Maintained confidentiality and integrity of sensitive information and data.
- Provided end-user support and training to ensure adoption and effective use of Power Platform solutions.

### DOAN XUAN CO.,LTD - *Intern web developer*

May 2024 - Jul 2024

- Full stack Web Developer.

### DOAN XUAN CO.,LTD - *Office management*

Jul 2023 - June 2024

- Manage social media.
- Manage the ISMS.
- Oversee the operation and administration of information security equipment systems.
- Manage the CCTV system.
- Manage computer systems, computer networks, timekeeping machines, and printers.
- Coordinate with contractors for warranty and maintenance of equipment, handling arising issues.
- Prepare weekly and monthly work reports.
- Support other departments as needed.
- Handle other IT-related tasks arising within the company.

## PROJECTS

### Visitors/Guest registration, check in/out App

(02/2025 - 08/2025)

Customer	FM, Administration, HSEQ, HR, Secretary department
Description	Developed a digital visitor registration and check-in/out system using Power Apps, Power Automate, Power Bi and SharePoint. The application allows receptionists and

	security teams to register visitors, record arrival/departure times, track visit purposes in real time and check in/out for subcontractors.
<b>Team size</b>	3
<b>My position</b>	Developer / BA / PM
<b>My responsibilities</b>	<ul style="list-style-type: none"> <li>Collected requirements from departments to define workflows for visitor registration and access control.</li> <li>Designed and developed the Power Apps interface for guest registration, check-in/out, and daily calendar view.</li> <li>Integrated SharePoint as the backend database for storing and managing visitor information.</li> <li>Automated data processing and notifications (arrival, departure, approval) using Power Automate flows.</li> <li>Managed the end-to-end project lifecycle, including requirement</li> </ul>
<b>Technologies used</b>	Power Apps, SharePoint, Power Automate, Power BI, Excel Advanced

<b>KPI Hours Tracking Dashboard</b> (02/2025 - 07/2025)	
<b>Customer</b>	Planning Department
<b>Description</b>	<p>Developed a Power BI dashboard to analyze and compare Actual Hours and KPI Hours across multiple shipyards and project types.</p> <p>The report integrates data from SAP, IFS, and Excel to provide a unified view of project performance, allowing managers to track efficiency, identify improvement opportunities, and support budgeting for new vessel series.</p>
<b>Team size</b>	1
<b>My position</b>	DA / BA
<b>My responsibilities</b>	<ul style="list-style-type: none"> <li>Conducted requirement interviews with the project sponsor to define the reporting scope and KPIs.</li> <li>Designed a centralized data model combining SAP, IFS, and Excel sources for accurate Actual Hours and KPI Hours calculation.</li> <li>Developed DAX measures for KPI Hours.</li> <li>Built two interactive report pages:</li> <li>Actual Hours Page: Activity-level data with conditional formatting by project status (Delivered, Template, None).</li> <li>KPI Hours Page: KPI-level data, filtered to show only Delivered projects.</li> <li>Implemented stacked column charts to visualize workload and KPI comparisons between shipyards.</li> <li>Applied row-level logic based on KPI Mapping Rev from the Planning department. Coordinated with planning and production managers to validate report logic and visualization accuracy.</li> <li>Delivered the final dashboard in Power BI with online accessibility for managers and planners.</li> </ul>
<b>Technologies used</b>	Power BI, Power Query, DAX, Excel, SAP, IFS, Sharepoint

<b>Automation Daily Tasks Workflows</b> (02/2025 - Now)	
<b>Customer</b>	Internal / Company departments (IT, QC, Admin, Purchase, ...)
<b>Description</b>	The project consists of multiple Power Automate flows designed to automate internal processes, including daily inspection results notifications, sending emails to secretaries and users, synchronizing data between SharePoint and Excel, managing commissioning work orders, low stock alerts, and handling DSCS-related emails. The goal is to reduce manual tasks, improve efficiency, and ensure accuracy across daily operations.
<b>Team size</b>	1
<b>My position</b>	Developer / BA
<b>My responsibilities</b>	<ul style="list-style-type: none"> <li>Gathering and analyzing business requirements from different departments.</li> <li>Designing and developing Power Automate flows to meet business needs.</li> <li>Ensuring data synchronization and accuracy between SharePoint and Excel.</li> <li>Creating automated notifications, alerts, and workflow solutions for internal processes.</li> </ul>

	<ul style="list-style-type: none"> <li>Testing, optimizing, and documenting flows to support business operations.</li> </ul>
<b>Technologies used</b>	Power Automate, SharePoint, Office 365, Outlook, Microsoft Teams, Internal notification systems, ADO

<b>And many other low/non - code app</b>		(02/2025 - Now)
<b>Customer</b>	Internal departments	
<b>Description</b>	Streamline workflows, automate processes, and visualize data effectively	
<b>Team size</b>	1	
<b>My position</b>	Developer / BA / PM	
<b>My responsibilities</b>	Designing, coding, installing, and maintaining software systems and applications, providing application support, ensuring business applications security, availability and integrity, and collaborating with regional and IT teams to drive efficient business	
<b>Technologies used</b>	Power Platform, C++, Python	

<b>Workload Distribution System</b>		(02/2025 - 04/2025)
<b>Customer</b>	QC Department	
<b>Description</b>	Designed and implemented a workload planning system to manage and distribute employee hours across multiple shipbuilding or engineering projects. The system enables fair and balanced workload allocation, real-time tracking of planned vs. actual working hours, and optimization of QC resource usage across multiple sites	
<b>Team size</b>	1	
<b>My position</b>	System Developer / Data Analyst	
<b>My responsibilities</b>	<ul style="list-style-type: none"> <li>Collected and analyzed QC workload data from multiple project sources.</li> <li>Designed data models to calculate and visualize workload distribution per employee and per site.</li> <li>Automated data integration from Excel to SharePoint using Power Automate.</li> <li>Built Power Query transformations and dashboards to monitor workload capacity and weekly utilization.</li> <li>Supported QC supervisors with scenario-based planning</li> </ul>	
<b>Technologies used</b>	Power Query, Excel Advanced, Sharepoint, Power Automate	

<b>Website for Selling Electrical Equipment</b>		(08/2024 - 10/2024)
<b>Customer</b>	Graduation project	
<b>Description</b>	Focused on designing and developing a full-featured e-commerce website for selling electrical equipment, responsible for both project coordination and backend development using Laravel.	
<b>Team size</b>	3	
<b>My position</b>	Team leader	
<b>My responsibilities</b>	<ul style="list-style-type: none"> <li>Gathering and analyzing requirements for the e-commerce platform.</li> <li>Coordinating project tasks and timelines with team members.</li> <li>Designing and developing backend functionality using Laravel and PHP.</li> <li>Implementing database structures and managing MySQL database.</li> <li>Testing, debugging, and optimizing application performance.</li> </ul>	
<b>Technologies used</b>	Laravel Framework, PHP, HTML / CSS / JavaScript, SQL	

<b>Vietnamese currency recognition</b>		(10/2023 - 11/2023)
<b>Customer</b>	Personal project	
<b>Description</b>	A computer vision project that uses deep learning to recognize Vietnamese banknotes from images. This model can help automate money validation tasks, reduce counterfeit risks, and assist visually impaired users.	
<b>Team size</b>	1	
<b>My position</b>	Developer	

<b>My responsibilities</b>	Learned new skills
<b>Technologies used</b>	Python, TensorFlow, VGG16 (Transfer Learning), OpenCV, NumPy & Pandas, Matplotlib / Seaborn

## SKILLS

### Hard Skills

- AI Automation, AI Agent ( Make, n8n, Copilot Agent ).
- Understanding of Object-Oriented Programming (OOP) and design patterns (MVC)
- Power Platform ( low - code ).
- SharePoint Online, Excel, Microsoft Dataverse, SQL.
- Strong analytical thinking and business process reengineering capabilities.
- Data Analysis and System Development.
- ADO
- Programming: Basic knowledge of programming languages, including Python, C++, C#, Laravel Framework, PHP, HTML, CSS, and Node.js.
- Technical: Skilled in using MS Office suite and AI tools effectively.
- Database Management: MySQL, SQL, SharePoint.

### Soft Skills

- Excellent problem-solving and analytical skills to diagnose and resolve complex issues related to application development.
- Proficiency in English.
- Strong written and verbal communication skills, with the ability to explain complex technical concepts to both technical and non-technical personnel.
- Ability to provide training and coaching to business users on data tools like Power BI, SharePoint and Excel, promoting a self-service data analysis culture.
- Ability to adapt to flexible working hours based on department needs.
- Prior experience in a manufacturing environment and familiarity with ERP systems, MES systems, ServiceNow, system development.
- Strong customer service orientation, with the ability to achieve high levels of satisfaction through timely and effective support.

## EDUCATION

**VIETNAM MARITIME UNIVERSITY - INFORMATION**

2020 - 2024

*TECHNOLOGY*

Bachelor of Information Technology

## CERTIFICATIONS

Effective Communication Skills	2025
TOEIC ( 670 )	2024
Microsoft Office Specialist	2024