

# Dat Nguyen Trong

Hai Phong, Vietnam

📞 0832128289 📩 dat.trong.1002@gmail.com 💻 <https://github.com/trongdat102>

---

## OBJECTIVE

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.

Key strengths include:

- 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.
- Strong problem-solving mindset, client-oriented communication, and commitment to meeting deadlines.

Open to freelance projects in digital transformation, data visualization, workflow automation, or business system development.

## WORK EXPERIENCE

### Damen Song Cam - IT Staff - Power Platform Specialist

Feb 2025 - Present

- Designed and developed Power Apps applications to digitize internal processes.
- Built interactive Power BI dashboards, analyze performance, and make data-driven decisions.
- Created automated Power Automate flows to streamline tasks.
- Collaborated closely with business departments to gather requirements, analyze workflows, and recommend solutions using Power Platform tools.
- Optimized Power BI report performance.
- Provided end-user support and training to ensure adoption and effective use of Power Platform solutions.

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

March 2024 - May 2024

- Full stack Web Developer.

### DOAN XUAN CO.,LTD - Office manager & social media marketing specialist

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

### Workload Distribution System - Updating

Feb 2025 - Present

#### Tools:

- Power Query ( PBI, Excel ) combine with Power Apps.
- Power Automate.

#### Description:

Designed and implemented a workload planning system to manage and distribute employee hours across multiple shipbuilding or engineering projects. The system integrates Power Apps for data entry, Power Automate for syncing with SharePoint, and Power BI for visualizing workloads.

### Visitors/Guest registration management App -

Feb 2025 - Present

<https://github.com/trongdat102/Power-Platform-Projects>

#### Tools:

- Power Apps
- SharePoint
- Power BI

#### Description:

Develop a Guest and Material registration to manage Visitors, Card, Report Check in - out.

### KPI Hours Tracking Dashboard - <https://github.com/trongdat102/Power-Platform-Projects>

Feb 2025 - Present

#### Tools:

- Power BI
- SharePoint

**Description:**

Built an interactive KPI dashboard using Power BI to monitor actual working hours versus KPI targets.

**Automation Daily Tasks Workflows - <https://github.com/trongdat102/Power-Platform-Projects>**

Feb 2025 - Present

**Tools:**

- Power Automate
- SharePoint
- Azure DevOps

**Description:**

Created multiple Power Automate flows to reduce manual tasks and optimize business processes. These flows are designed to improve consistency, reduce errors, and save hours of repetitive work weekly.

**Website for Selling Electrical Equipment ( Team Leader ) - <https://github.com/trongdat102/webthietbidien>**

October 2024 - December 2024

**Tools:**

- Laravel Framework
- PHP
- HTML
- CSS
- JavaScript
- Database: MySQL

**Description:**

Graduation project 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.

**Google Ads and Facebook Reports ( Personal Project ) - <https://github.com/trongdat102/Google-Ads-and-Facebook-Reports>**

October 2024 - December 2024

**Tools:**

- SQL
- Excel
- Python
- Power BI
- Data Warehousing

**Description:**

Developed an automated reporting pipeline to extract, transform, and visualize digital marketing data from Google Ads and Facebook Ads. The project aimed to help marketers and stakeholders monitor campaign performance across platforms in a unified dashboard.

**Vietnamese currency recognition ( Personal Project ) - <https://github.com/trongdat102/Vietnamese-currency-recognition>**

March 2023 - March 2023

**Tools:**

- Python
- TensorFlow
- VGG16 (Transfer Learning)
- OpenCV
- NumPy & Pandas
- Matplotlib / Seaborn
- Flask / Django

**Description:**

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.

## SKILLS

### Hard Skills

- AI Automation, AI Agent ( Make, n8n, Copilot Agent ).
- Microsoft Power BI.
- Power Apps.
- Power Automate.
- SharePoint Online, Excel, Microsoft Dataverse, SQL Server.
- Strong analytical thinking and business process reengineering capabilities.
- Data Analysis and System Development.
- 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

- Organizational skills: Ability to manage and organize office information and data.
- Basic Multimedia Design: Capable of creating basic image designs and videos.
- Interpersonal Communication: Effective at building strong communication and relationships in a professional environment.
- Problem-Solving: Logical thinking and ability to analyze and develop solutions for complex problems.

## EDUCATION

VIETNAM MARITIME UNIVERSITY - INFORMATION

2020 - 2024

TECHNOLOGY

Bachelor of Information Technology

## CERTIFICATIONS

Effective Communication Skills

2025

TOEIC ( 670 )

2024

Microsoft Office Specialist

2024