Do Minh Huong

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I aim to enhance my **business analysis skills** through this internship by applying **theoretical knowledge to real-world scenarios**. My long-term goal is to become a **professional business analyst** and contribute to impactful projects by bridging the gap between business needs and technical solutions. If given this opportunity, I commit to giving my best effort, continuously learning, and contributing to the team's success.

EDUCATION

International School - Vietnam National University Hanoi

B.S. in Management Information System | GPA: 3.1/4.0   **October 2021 - Present**

Relevant Courses: Web Designing and Developing, Data Structures, Data Warehouse, Algorithms & Analysis.

University of Law - Vietnam National University Hanoi

B.S. in Business Law | GPA: 2.8/4.0   **October 2023 - Present**

Relevant Courses: Criminal Procedure Code, Commercial Law, Environmental Law.

TECHNICAL SKILLS

Programming Languages: HTML (Intermediate), CSS (Intermediate), Javascript (Intermediate), Python (intermediate)

Tools: Figma, Wix, Visual Studio Code, Anaconda, DevC, SQL SSMS, Airflow, MySQL, Power BI, Google Cloud Consoles, Apache Nifi, Jira, Microsoft Project.

Soft Skills: Project Management, Event Operation, Communication, Estimating Budget.

PROJECTS

Exploreist | Team Project   **May 2024**

- Web application with a dynamic **Javascript-based** front-end and a relational database (**MySQL**) that stores back-end application state.
- Designed most of the front end & debugged **PHP**.

Library Manager | Personal Project   **May 2023**

- Developed a real time project about managing all features and created a comprehensive project plan that outlines the tasks, timelines, and resources required for successful project completion. Include milestones, deliverables, and a strategy for knowledge acquisition and management throughout the project lifecycle.

Shopping Trends Analysis and Predicting| Team Project   **December 2024**

- Understanding and applying the **ETL** process by using **Apache Nifi** to transform raw data (collected by scrawling from the internet), then automating the process from **OLTP** to **OLAP** the flow of data in to analytics purposes by using **Apache Airflow**.
- Combining both **Python** and **Power BI** to visualize the statistics of data.
- Using **BigQuery** to interact with the data.

Product Discovery | Product Management Challenge 2024 - The A Program   **June 2024**
- Gathering requirement from the strategic partner of the contest to develop a new product that meet all requirement needs.
- Using **Figma** and **Canva** to visualize the prototype of the product.
- Statistic to analyze the demand of the markets to address priority solutions using data collected from the internet and visualized by **Python.**

LEADERSHIP EXPERIENCE

Leader of Internal Relation | ILEAD 2022 | International School   **Oct - Dec 2022**
- Manage and delegate the logistic department (directors and committee members) to establish ILEAD'22 mission to improve soft skills of students in university.
- Develop and execute the logistic strategy through useful tools.
- Gain knowledge about developing event operations and human resources.

Head of Logistic Department | VNUIS Student Ambassador | International School   **March 2023**
- Created a detailed logistics plan that outlines the tasks, timelines, and resources required for the event. Include logistics processes such as procurement, inventory management, transportation, and on-site coordination.
- Monitoring logistics operations during the event. Identify any bottlenecks, challenges, or areas for improvement. Conduct post-event evaluations to assess the effectiveness of the logistics plan and gather feedback for future improvements.

Project Manager | IWIT - Debate Competition | International School   **May 2024**
- Chances to experience about event planning, participant registration, scheduling, judging criteria, and logistics management specific to debate events.
- Engaging with the competition organizers, judges, participants, and other stakeholders to understand their requirements, expectations, and concerns.

CERTIFICATION

English Certification | APTIS B2   **December 2021**

Top 30 Teams in Product Management Challanges | The A Program   **June 2024**

Top Contribution Certification | ISUPPORT CLUB   **September 2023**