

Colby A. Nguyen

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CERTIFICATIONS

ISO 13485:2016 Internal Auditor — BSI

January 2026

- Internal auditing principles, corrective actions, and audit planning

Lean Six Sigma – Yellow Belt — Six Sigma Global Institute

April 2025

- Process improvement, waste reduction, and root cause analysis

EDUCATION

California State Polytechnic University, Pomona

Pomona, CA

B.A. in Business Administration – Computer Information Systems | Aug 2023 – May 2025

Relevant Coursework: Operations Management, Statistical Foundations for Business Analytics, Data Modeling, Organizational Behavior, Business Communication

PROJECTS

Pfizer — AI-Powered Document Insights & Data Extraction

Enrolled — Upcoming

Extern.com

- Enrolled in an advanced applied AI externship covering OCR-based document extraction, document classification and routing, and RAG-based search over pharmaceutical documentation
- Program will apply Python for automation and data structuring, and culminate in an integrated document-processing and retrieval system

Amazon — Operational Strategy & People Analytics Extern

May 2026 – Jul 2026

Extern.com

- Analyzed fulfillment center operational data to identify workflow inefficiencies and recommend process improvements
- Applied people-analytics methods to evaluate staffing and performance trends within a simulated operations environment

WORK EXPERIENCE

Almost Someday — Order Fulfillment Associate

May 2024 – Aug 2025

Anaheim, CA

- Verified incoming and outgoing stock against pick lists and orders, maintaining accurate inventory rotation across 500+ apparel units weekly
- Followed standardized procedures for intake, storage, and fulfillment, achieving a 99% on-time shipping rate
- Identified process gaps in shelving organization and partnered with team leads to implement changes that improved picking speed by 20%

BigFoot Photo Booth — Photo Booth Operator

Nov 2021 – Aug 2023

Anaheim, CA

- Operated and troubleshooted equipment at 50+ live events, maintaining a zero-downtime rate through on-site problem-solving
- Managed inventory of 75+ props and hardware pieces, tracking restocks and coordinating replacements
- Set up and dismantled equipment with 100% on-time delivery under time-sensitive event schedules

SKILLS

Quality & Process: Document Control, Quality Management Systems (QMS), Internal Auditing, CAPA, Process Improvement, Root Cause Analysis

Technical: Microsoft Excel, Google Sheets, SAP, Google Workspace, Slack, Microsoft Teams

Core Skills: Inventory Control, Attention to Detail, Data Accuracy, Communication, Problem Solving, Team Collaboration