

Nguyen Duc Tu Quyen

CONTACT INFORMATION

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EDUCATION

Broward Vietnam Aug, 2022-Dec, 2024, Ho Chi Minh City

- Associate of Science in **Business Administration**
- Graduated with highest hounor
- GPA: **3.95** out of 4.00
- A's in Excel Data Analysis and Computer Literacy courses, introduction to management, internationa business, business laws.
- Scored 98% in final report on integrating HR practices to drive competitive value

Swinburne Vietnam Jan, 2026- Expected Dec, 2027, Ho Chi Minh City

- Bachelor of Business of **Logistics and Supply Chain Management**
- **Maintainng GPA of Ds**
- Awarded Third Prize at Greenovation for a **finance, logistics, and sustainability** project, with self-developed TCO and NPV analysis tables.

LANGUAGES

- Vietnamese (native)
- English (6.5)
- Japanese (N4)

PROFESSIONAL SUMMARY

- Skilled in **data analysis, market research, and business strategy**, with experience transforming complex datasets and theories into clear, actionable insights
- Adept at leveraging **Excel, Python, Tableau** and visualization tools to drive efficiency, identify trends, and support data-informed decision-making
- Strong communicator and public speaker with proven ability to deliver impactful presentations and reports, supporting executives in shaping strategic initiatives

WORK EXPERIENCES

Synnex FPT Sep, *2025-Nov, 2025*

- Supported end-to-end operations across logistics, procurement, refunds (**3–5** days), accounting, and sales coordination to ensure smooth processes and strong client relationships.
- Managed **20**+ Synology orders/month and ensured error-free procurement and logistics data.
- Supported **70**+ client interactions/month, maintained Synology product/pricing data, tracked partner orders, and assisted in quarterly product launches.

Beats by Dr dre Remote Extern *Feb, 2025-Jul, 2025*

- Analyzed **25+** datasets using Excel, Python, and data visualization tools, improving processing efficiency by 30%.
- Identified 10 market trends and 5 performance gaps, supporting a projected **12**% ROI increase.
- Produced **10**+ dashboards and reports, reducing stakeholder decision-making time by 25%

Pre.dev Remote Extern Sep, 2024-Nov, *2024*

- Conducted **15**+ user interviews and 3 community surveys, analyzing **125**+ data points to uncover actionable user insights.
- Researched AI applications in marketing, evaluating 5 AI-driven tools to assess their impact on consumer insights and market strategy
- Presented findings to the Program Manager and CEO, earning a formal recommendation for delivering clear, insightful, and actionable recommendations

Expedia Remote Extern *Sep, 2024-Oct, 2024*

- Analyzed 5 major travel industry competitors, evaluating advertising strategies and revenue models to identify key success factors
- Developed **3** strategic investment recommendations for digital advertising, targeting potential **15**% revenue growth opportunities
- Produced 1 presentation on Loom and video reports, delivering actionable insights that enhanced **stakeholder** decision-making efficiency

CERTIFICATION

QuickBooks Certified User exam *Nov, 2024*
AIGPE *Lean Six Sigma Green Belt Udemy* *Nov, 2025*