

TRANG MINH TIEN

BUSINESS ANALYST

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OBJECTIVES

- I'm seeking a flexible and challenging environment where I can dedicate myself in, enjoy working, enhance my skills and have opportunities to promotion.
- In the next three years, I have an aspiration to become a Product Manager. Therefore, I am looking forward to working in a professional environment, with experienced colleague to learning and sharing experiences.

PROFESSIONAL SKILL

Communication Skills	SQL
Teamwork	Logical Thinking
Microsoft Excel	Critical Thinking

EDUCATION

Can Tho University

Major: Commercial Business

GPA: 2.5 /4

Aug, 2013 – Dec, 2017

WORK EXPERIENCE

Business Analyst at Nhan Luc Sieu Viet – Ho Chi Minh

Aug, 2020 – Present

Project:

- New Services
- KPI & Commission
- Merge 3 websites (Mywork, Viectotnhat, Timviecnhanh) into Vieclam24h
- Coupon Promotion
- New tools to support other departments
- Maintain and improve system

Platform: Web

Domains: Sales Order, Recruiter/Seeker management,

Main responsibilities:

- Elicit and gather stakeholder's requirements and transfer to developers
- Verify Requirement
- Determine system requirements and provide solutions.
- Design Mockup.
- Create document to transfer Business Process to Technical Team.
- Support dev to building system
- Support UAT, Go-live and maintenance.
- Create User Manual Document.

Business Analyst at INDIVIDUAL SYSTEMS LTD – Ho Chi Minh

Jan, 2018 – Jul, 2020

Project:

- IHRM – Indivi Human Resources Management
- IWMS – Indivi Warehouse Management System

Platform: Window application**Domains:** Sale, Purchase, Warehouse management.**Main responsibilities:**

- Eliciting the business requirements from customer, creating FIT/GAP documents.
- Analyzing and providing solutions based on requirements.
- Modeling requirement by business flow, designing interface (Wireframe ,Mockup) by design tool(Justinmind) and recording requirements.
- Receiving and solving issues and supporting Project leader to manage issues from end users.

Tester at INDIVIDUAL SYSTEMS LTD – Can Tho

Jul, 2018 – Jan, 2018

Project:

- IHRM – Indivi Human Resources Management
- IWMS – Indivi Warehouse Management System

Platform: Window application**Domains:** Sale, Purchase, Warehouse management.**Main responsibilities:**

- Reviewing software requirements and preparing test scenarios.
- Executing tests on software usability.
- Analyzing test results on database impacts, errors or bugs, and usability.
- Preparing reports on all aspects related to the software testing carried out and reporting to the design team.

HOBBIES

- Read novel
- Play video game
- Adventure travelling
- Sing

PERSONAL QUALITIES

- Responsibility
- Fast learner
- Friendliness
- Openness

END.