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Management Skills

Nguyen Hoang Anh Tu

Internship

November 3rd, 2023

About Myself.

The debate on whether to join university organizations rather than entering the workforce ASAP for experience has gained recent attention. While some argue that participating in campus clubs and organizations is a time-wasting endeavor, I disagree. Hailing from a rural background, I eagerly joined the IT Youth Union - Student Union within a month of starting university. Guided by senior members, I honed exceptional soft skills and gained access to numerous opportunities through event organization. In the following pages, I will share the experiences and skills I've acquired.



 Since 2020



My Experiences



01

IT

Youth Union

Student Union

02

Quality

Assurance

Team

03

Data

Science

Laboratory



IT Youth Union - Student Union

Nov 2020 - Present

Role:

- Member
- Leader of the Operation Team
- Vice leader of the Sponsor Team
- Deputy Vice President of the Student Union of the School of CSE

Responsibilities:

- Manage the Organization's Budget.
- Connect and Contact the Sponsor.
- Talk and Communicate with Member.
- Share the Knowledge for Younger Generation.
- Arrange Human Resources for the Events or School's Needs.
- Be a Speaker and Ambassardor of Data Science Student.



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IT Youth Union - Student Union

Nov 2020 - Present



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Highlight Events

Volunteering Spring Campaign

IT Hackathon 2022

Academic Seminars

IT Teambuilding

Certifications:

- MVP of Volunteering Spring Campaign 2021
- Excellent Young follow the Ho Chi Minh President's Instructions
- Actively Contribute as a Deputy Vice President of the Student Union of the School of CSE
- Outstanding Achievements in Student Union Work and Student Movements of the School of CSE

Faculty's Quality Assurance Team

May 2023 - Present

 **Role:** Member

 **Responsibilities:**

- Prepare Documents related to Quality Inspection.
- Arrange the Students to Support the School of CSE.
- Welcoming and Guiding Professors from the ASIIN Accreditation Team.
- Representative of Data Science Students to Negotiate and Interview for Accreditation at the Department and University level.





Data Science Laboratory

Oct 2023 - Present



Role:

- Assoc. Prof Nguyen Thi Thuy Loan's Assistant.
- Research Student Representative.

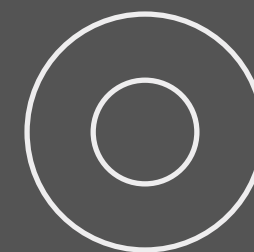


Responsibilities:

- Support New Research Students.
- Support Processing Related Documents
- Take Notes of Necessary Information During Meetings.
- Arrange, Announce Meeting and Presentation Schedules to Students.



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