

THUY NGUYEN
Artusstr. 70
40470 Düsseldorf
Email: thuyntt99@yahoo.com
Telephone : 0211-1717.4248



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CURRICULUM VITAE

Name: Thuy, Nguyen
Nationality: Vietnam
Permission to work in EU: Yes
Date of Birth: 02-09-1973

Key qualifications:

Thuy Nguyen has degree in English and Economics/ Financial Accounting. She has been working on consulting and business software implementation, where she also provides expertise in projects to translate the computer software systems from English to Vietnamese. Mrs. Nguyen also translates at seminars and presentations/ Workshop from English into Vietnamese and vice versa.

Education & Training:

Sep. 2006- Feb. 2009	Master of International Accounting at Swinburne University of Technology, Australia (Vietnam program)
Sep. 1997- Sep. 2001	Bachelor of Economics (Major in Finance & Accounting) at HCMC University of Economics, in Vietnam
Sep. 1990 – Nov. 1994	Bachelor of English at Hanoi University for Foreign Language Studies, in Vietnam

Professional Experience Record:

**March 2002 – March 2010 Senior Consultant/ Project Manager (Infor Sun Systems)
TRG International**

- Provide specialized knowledge of accounting and computer software for translation projects.
- Translate at Seminars, Presentations/ Workshops
- Implementation of projects.
- Train key personnel of clients' companies on overall functionalities, to ensure that the system specifies can contribute in full to the decision making process for the

- other processes of the project
- Study customers' requirements in terms of financial and logistic operations
- Understanding client's companies accounting/logistics procedures, financial analysis requirements
- Functional specifications, to define principle set-up decisions, statutory and management report requirements.
- Configure the systems and deliver in accordance with what has been discussed and agreed with the clients.
- Generating management reports, financial accounting reports.
- Users training, to train users on the new system, its scope and functionality
- Projects status reports and meetings, to coordinate between resources and tasks.
- Assessing and addressing all resulting feedback

May 1999 – March 2002 Implementation Consultant Exact Software (Vietnam)

- Translate at Seminars, Presentations/ Workshops
- Customers' requirements study
- Making demonstrations/ presentations/ workshops
- Workflow study
- Implementation of Financial, Logistical and Manufacturing Modules
- Making customized reports (Financial accounting and management reports)
- Users training

Dec. 1998- April 1999 Sales Administrator/ Account Receivables AIM

- Account Receivables Analysis and Follow up
- Invoices and Expense Claims Checking

Feb 1997- Dec. 1998 Research Assistant ACNielsen Vietnam

- Translate questionnaires, documents from English to Vietnamese and vice versa
- Jointly responsible for the whole process of a research project, from writing proposals to presentations of results and follow-up
- Responsible for managing fieldwork, giving instructions to data processing
- Analysing data/ presentations preparation
- Client meetings and presentations

Languages:

	<i>Speak</i>	<i>write</i>	<i>read</i>
English	Fluent	Fluent	Fluent
Vietnamese	mother tongue		
German	Intermediate	Intermediate	Intermediate