**Vy Mai**

58 Jacqueline Rd, Waltham, MA, 02452 / hmai@falcon.bentley.edu / +1 (813)-263-0958

**EDUCATION:**

**Bentley University**, Waltham, MA

Candidate for Bachelor of Science, [Data Analytics], May 2019

Dean’s List Fall 2019 Spring 2020, Deans’ Scholarship.

**Mater Dei High School**, Santa Ana, CA: Diploma received, May 2019

Honor Rolls 4.0; NHS: National Honor Society

**High school for the Gifted**, Vietnam: 9.0/10 August 2016-May 2017

**EXPERIENCE:**

**ADVO,** Vietnam

Business Intelligence Intern May 2020 – Sep 2020

* Cooperate and communicate with different teams including IT, Marketing, Operations to come up with business development and optimize strategies for various enterprises
* Stay updated with market trends, social platforms, and consumers’ needs to analyze the behavior, resulting in a better way to approach and acquire customers through research reports
* Lead the Virtual Fundraising Project and earn 10 billion VND virtual money for the company

**Dunkin’**, Waltham, MA

Assistant Manager September 2019 - Present

* Provide exceptional customer service to 1000+ continuously throughout each shift
* Schedule and coordinate payroll for crew members
* Execute cash and transactions in excess of $2000 per shift

**Skipli**, GA November 2020 - Present

Business Development Intern

* Conduct market research and create campaigns for increasing sales
* Assist and execute development plans

**LEADERSHIP EXPERIENCE:**

**Worldview Ambassadors – Bentley University**

Ambassador September 2019 - Present

* Present different points of views regarding background experience to inform students about diversity
* Discuss challenging points with ambassador team about various topics of culture, traditions and people

**Heart Rate organization- Mater Dei High School**

President - Co founder August 2018 - May 2019

* Organize monthly social events for program participants through collaborating with other student and donates collected funds to CHOC hospital

**Environmental Club - Mater Dei High School**

Secretary August 2018 - May 2019

* Organize events for saving environment for student community at high school
* Deliver lectures and presentations to raise awareness about environmental current events

**COMMUNITY EXPERIENCE:**

* Volunteered group leader at Special Games 2018,2019; California Scholarship Federation (CSF); Math Club; Project Sugar (volunteered tutoring for orphans in Vietnam)

**COMPUTER SKILLS:**

* Social media marketing platforms (Facebook, Instagram, Twitter, etc.) Excel, Word, PowerPoint, Outlook; Java.

**LANGUAGE SKILLS:**

* Vietnamese, English (Bilingual); Spanish (Understanding)