

## Tai Dinh

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### EDUCATION

**University at Buffalo, The State University of New York** | Buffalo, NY  
*Bachelor of Science in Business Administration, Concentrations in MIS & Finance*

Graduated May 2025  
**GPA: 3.75**

### EXPERIENCE / PROFESSIONAL DEVELOPMENT

**Amazon** | New Windsor, NY  
*Process Assistant*

June 2023 – Aug 2024

- Collaborated with other process assistants to strengthen workplace safety by identifying hazards, supporting safety initiatives, and improving standard procedures.
- Led onboarding process for new hires, providing training, resources, and mentorship to ensure smooth integration and faster time-to-productivity.
- Assisted operations managers, enhancing operational processes and achieving a 98% package flow rate on conveyor systems.

**New York Jobs CEO Council Financial Analyst Job Simulation** | Forage

Sep 2025

- Conducted financial analysis of BigTechCompany, compiling financial statements data to calculate key metrics including EBITDA margin, net income margin, free cash flow, and debt/EBITDA ratios.
- Developed summary tables and performed trend analysis to evaluate company stability, profitability, and leverage, supporting recommendations on potential client relationships.

**Quantium Retail Data Analytics Job Simulation** | Forage

Jun 2025

- Applied R Programming to perform end to end analytics, including data cleaning, exploration, and visualization of retail grocery store transaction datasets.
- Performed data wrangling and customer segmentation, to extract insights and deliver data-driven recommendations to the chips category manager.
- Evaluated trial store performance by identifying benchmark control stores and analyzing the impact of new trial layouts, providing data-driven recommendations on whether to roll out changes across all locations.

**Marketplace Business Simulation** | Buffalo, NY

Feb 2025 - Apr 2025

- Led a virtual company to 1<sup>st</sup> place among 5 competitors by achieving highest score, evaluated on performance across various business functions such as marketing, HR, operations, and Finance.
- Maintained customer-focused business model, adapted to market changes, and reinforced team collaboration quarterly to sustain a leading position in competitive market.

**Creative Financial Planning, Inc. Job Shadow** | Nyack, NY

Apr 2021

- Shadowed a certified financial planner in evaluating client financial situations, analyzing investment options, and building retirement plan strategies while demonstrating professional demeanor and high attention to detail.

### PROJECTS

**Bellabeat Wellness Technology Analysis** | Online

Aug 2025

- Performed end to end data cleaning, analysis, and visualization of smart fitness device datasets using Python.
- Analyzed smart device usage data (activity, sleep, stress, hydration) to identify key consumer behavior patterns and usage trends to generate actionable insights to guide marketing strategy.

**Profitability & Credit Risk Analysis** | Buffalo, NY

Jul 2025

- Performed in depth financial analysis of Nike and Under Armour, by extracting and evaluating SEC EDGAR Form 10-K data, applying DuPont Model to assess profitability drivers.
- Evaluated credit risk using liquidity, solvency, and coverage ratios along with the Altman Z-Score, delivering data-driven investment recommendations.

**Microsoft Access Database System Design** | Buffalo, NY

Sep 2024 - Nov 2024

- Designed and built a relational database for Lifetime Fitness to manage data of members, memberships, and amenities.
- Developed tables, queries, and reports to streamline operations and enhance data accuracy.
- Applied ERD modeling and normalization to enforce business rules and optimize data structure.

### SKILLS

**Programming Languages:** SQL, Python (Pandas, NumPy, Matplotlib), R (Tidyverse)

**Analytical Tools:** Microsoft Excel (Pivot tables, Power Query, Lookups), Microsoft Power BI, Tableau, Google BigQuery

**Other:** GitHub, Jupyter Notebook, Microsoft Office, Google Workspace, Financial Analysis

**Relevant Coursework:** Database Mgmt Systems, Financial Reporting & Analysis, Statistical Decisions in Mgmt, Mgmt of IT Projects, Applied Business Programming, Network Technology & Cloud Infrastructure Mgmt, Systems Analysis & Design