

Donald J.Vu

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| Norristown | Pennsylvania | 19403

## EDUCATION

**TEMPLE UNIVERSITY – Fox School of Business**, Philadelphia, PA

*Bachelor of Business Administration*

Graduation: May 2026

**Major:** Management Information Systems

**Selected Courses:** Marketing Management, Statistical Business Analytics, Data and Analytics, Web Application Development, Financial and Managerial Accounting, Digital Systems

## ACTIVITIES

**Member,** Association for Information Systems

February 2024 – Present

## Technical Skills

Project Management:

Microsoft 365

Database Management:

MySQL Workbench

Customer Relationship Management:

Salesforce

Software Development:

Visual Studio Code

## EXPERIENCE

PHO KITCH'N, Norristown, Pa

**Lead Server/Busser**

September 2022- December 2022

- Provided customers with service and helped food orders for a 50-seat Vietnamese dining restaurant.
- Worked with 4 other employees and coordinated tasks for fellow employees like assigning one person to food run while others did something else, so everything is efficient and run smoothly.
- Organized tables and ensured dining room met restaurant standards.

## SKILLS

- Microsoft Word, Microsoft Excel, Outlook, PowerPoint, JavaScript
- Vietnamese - conversational

