

Daisy (Huyen) Nguyen

Sourcing & Supplier Verification Specialist – Vietnam | B2B Export Operations | Remote

Bac Ninh, Vietnam (GMT+7) · Remote: full-time or contract · huyenqt3tueba@gmail.com · +84 352 762 134 · linkedin.com/in/daisy-huyen-nguyen-b09133376 · nguyenthihuyen.pages.dev

SUMMARY

Sourcing specialist with 9+ years inside Vietnamese export manufacturers (electronics components, automotive fasteners), now verifying suppliers and researching markets remotely for overseas buyers. Managed 20+ export accounts worth ~US\$20M a year at 99.5% on-time delivery, grew export revenue 180%, sustained an A+ vendor rating with a global electronics OEM for 7 years and opened an EU market in two quarters. Calls suppliers directly in Vietnamese and reports in English with a go / no-go call on every company.

SKILLS

Sourcing: supplier sourcing, supplier verification, vendor due diligence, supplier qualification, factory capability assessment, RFQ and quotation analysis, cost breakdown, MOQ and lead-time negotiation, vendor management

Quality: PPAP, Run@Rate, IMDS, AQL, pre-shipment inspection, corrective action (CAPA) follow-up, ISO 9001 audits, GD&T drawing review

Trade: Incoterms 2020 (EXW, FOB, CIF, CFR, CPT), T/T, L/C, export documents (CI, PL, B/L, AWB, C/O), freight forwarder coordination

Research and tools: market mapping, competitor analysis, lead generation, business registry checks · Excel, Google Workspace, ERP, CRM, Notion, ChatGPT, Claude

EXPERIENCE

Freelance Sourcing & Market Research Consultant

Aug 2026 – Present

Self-employed (Fiverr) · Remote

- Verified UBC aluminium scrap suppliers for an international trading company in 3 days via registration checks and direct calls in Vietnamese; reported bale format, monthly volume and export capability per supplier.
- Mapped Vietnam's film-equipment rental market for a US company in 7 days; delivered a shortlist with equipment demand and budget ranges and earned a 5-star review.
- Deliver each project as a structured Excel report with a go / no-go recommendation per company, including rejected suppliers and the reason.

Sales Executive – Export & Key Accounts

Sep 2025 – Present

Brother Viet Nam Fastener JSC · Bac Ninh, Vietnam

- Opened the EU market within two quarters by mapping EU technical standards and buyer documentation; EU revenue grew 50% from month one to month two with zero quality disputes.
- Reduced customer quality claims 20% by aligning QA and production data and driving corrective actions with QC.
- Prepared PPAP, Run@Rate and IMDS submissions and supported customer audits for automotive and motorbike accounts.
- Manage 20+ B2B accounts (~US\$1.5M annual revenue); increased monthly active accounts 10% through targeted outreach and faster quotations.

Sales Unit Leader

Jan 2019 – Aug 2025

Sungwoo Vina Co., Ltd (component supplier to a global electronics brand) · Bac Ninh, Vietnam

- Managed 20+ accounts worth ~US\$20M in annual revenue; grew export revenue 180% and the customer base 20% by negotiating pricing, contract and delivery terms.
- Scaled output to 210% of pre-COVID level by securing backup-supplier status with the key customer during lockdowns.
- Sustained an A+ vendor rating with the key customer for 7 consecutive years (2016–2025, including the Seojin role).
- Achieved 99.5% on-time delivery by building sales forecasts with production and procurement; coordinated export shipments and partner sites in India, Brazil and Indonesia.

Sales Operations Assistant

Oct 2016 – Dec 2018

Seojin System Vina Co., Ltd (component supplier to a global electronics brand) · Bac Ninh, Vietnam

- Handled order tracking with production, quotations and customer inquiries.

PROJECTS & CERTIFICATION

- Built AI workflows (Telegram assistant on Cloudflare Workers, automated report consolidation) that cut daily reporting time from 5–6 hours to 1–2 hours (2026).
- AI Assistant for Professionals – Agent Boss × John Academy (Oct 2026).

EDUCATION & LANGUAGES

Bachelor of Business Administration – Thai Nguyen University of Economics and Business Administration (2016)

Vietnamese (native) · English (professional working proficiency) · Chinese (basic)