

EDUCATION

- **Bien Hoa Gifted High School** **2018 - 2021**
English-specialized class
• GPA: 9.3/10 (Grade 12)
- **Foreign Trade University** **2021 - Present**
High quality Business English

AIESEC EXPERIENCE

- **B2C Marketing Executive**
Outgoing Virtual Innovation **10.2021 - Present**

Run various Marketing tactics to attract target audiences
Plan & create contents based on customers' journey & distribute them on social media platforms
Gain deep understanding about product: Virtual Professional Program
Learning points: *Copy Writing, Task management*

OTHER EXPERIENCES

- **Teaching assistant**
Ecolink English Center **06.2018 - 01.2019**

Work with teachers to design lessons
Translate lessons delivered by foreign teachers
Held engagement activities for students
Track students' performance
Learning points: *Communication, Patience, Multi-tasking*

- **Manager**
Lendtea Coffee Shop **03.2020 - 09.2020**

Manage day-to-day operations of the cafe
Maintain updated records of daily, weekly and monthly financial reports
Add new menu items based on seasonality and customers' preferences
Create content on social platforms for promotion
Learning points: *Being customer-centric, Financial Management*

- **Founder & Mentor**
CBH Youth Model United Nation **08.2019 - Present**

Manage a core team of 7 heads of different departments
Plan, monitor, delegate tasks for different departments with daily tracking
Work closely with school administrators to conduct offline events
Deliver training sessions, coaching members
Learning points: *People-oriented, Leadership, Problem-solving*

- **Vice President**
Dance n Chill Club **08.2020 - 05.2021**

Responsible for choreography, training, assigning tasks for members
Seek for and work with potential show bookings
Learning points: *Creativity, Positive attitude, Flexibility*

- **Head of Design**
Aspiration: K60 Prom **04.2021 - 06.2021**

Create general themes and art direction for the event
Design invitation card, present package, booth, and posts on social platforms
Learning Points: *Systematic Design*



B2C MARKETING EXE.

Dang Duong

Portfolio

[LinkedIn](#)

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OBJECTIVE

Commander ENTJ-A

Self-motivated and detail-oriented freshman who has tremendous thirst for knowledge and creativity. I treat everything with accountability and constantly yearn for innovation. In the discovery of my inner self, I take up challenges with eagerness and ambition.

SKILLS

■ **English** (7.5 IELTS) ■ **Chinese** (HK3) ■ **Microsoft Office** (Intermediate)



(Intermediate)



(Beginner)



(Intermediate)



(Intermediate)

INTERESTS

Design Trend, Art, Dancing and Cinematography
Read news about Business, Astronomy and Fashion
Learn online courses