



LE DUC HUY

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OBJECTIVE

With 2 years of experience in the dairy industry as a Sales Executive, I have developed strong skills in sales, customer service, and particularly in training sales collaborators to improve market execution efficiency. In the next stage of my career, I aim to advance into the position of Sales System Supervisor, where I can utilize my experience in sales coordination, data analysis, and process improvement to enhance operational efficiency and ensure smooth business performance.

EDUCATION

2018 - 2023 **University of Science - Vietnam National University, Ho Chi Minh City**
Bachelor of Science in Biology

WORK EXPERIENCE

September 2023 - **Yakult Vietnam Co., LTD | Ho Chi Minh City, Vietnam**

Jul 2025 **Sales Executive**

Key Responsibilities:

- Promoted Yakult's fermented milk products by effectively utilizing brand materials and market information to drive consumer sales at retail outlets.
- Supported stores and the sales team in executing activation programs at various points of sale, ensuring consistency with national campaign standards.
- Coordinate with store managers to manage the use of Yakult fermented milk drink according to the company's promotional plan and strategic goals.
- Collected market data, analyzed customer insights, and provided timely reports to management.
- Recruiting sales associates (Yakult Lady).
- Provide regular coaching, real-time feedback, and on-site training to sales associates (Yakult Lady) to promote skill development.
- Build and maintain a high-performing Yakult Lady team by identifying successors and building a positive, disciplined team culture and brand representation aligned with company values.
- Maintain daily customer visit schedules in assigned areas, resolve customer issues through effective communication and service.
- Prepared sales reports, tracked performance, and suggested solutions to improve sales efficiency.

Key Achievements:

- Successfully onboarded and trained more than 15 new sales collaborators.
- Recognized for maintaining the highest collaborator retention rate in Q1&Q2/2024.
- Improved market coverage in assigned areas through effective customer relationship management.
- Supported multiple trade programs that contributed to consistent growth in assigned areas.
- Prepared detailed sales reports to support management decision making.
- Recognized for reliability, discipline, and proactive problem-solving in daily operations.

April 2023 -

June 2023

Kitapida Medical Pharmaceutical Company Limited | Ho Chi Minh City, Vietnam

Technician

- Equipment support for surgeons performing artificial hip replacement surgery.
- Deliver the equipment to the hospital for autoclaving before the surgery, deliver the equipment to the hospital for surgery, and then bring it back to the company after the surgery.
- Collect feedback from customers about techniques, products, services.

December 2018 -

February 2020

Familymart VietNam Joint Stock Company | Ho Chi Minh City, Vietnam

Sales Staff

- Carry out sales activities, product consulting and answer customer questions.
- Process food and beverage products according to instructions from the company.
- Ensure sales growth according to planned targets.
- Participate in marketing and product promotion activities.

CERTIFICATIONS

2022 - 2023

TOEIC (Listening, Reading, Writing) – Total 630

2019

Basic Office Computing Certificate – Microsoft Word, Excel, PowerPoint

SKILLS

- Self-learning and presentation skills, able to present training content and adapt to new systems quickly.
- Critical thinking: Able to analyze complex problems, evaluate information, and make sound decisions based on data and best practices.
- Proficiency in MS Office (Word, Excel, PowerPoint), Google Sheets.
- Data Analysis & Performance Reporting.

STRENGTHS

- Dynamic, decisive, and target-oriented.
- Strong communication and persuasion skills.
- Honest, responsible, and adaptable under pressure.