



## PROFILE

I am a fresh graduate who is really enthusiastic about learning new things. I consider myself an individual who has good communication skill and a strong passion for discovering and updating content on the latest trends on social media platforms. I am eager to specialize in the field of marketing. Thus, I am eager to look for challenging assignments related to my major in a professional working environment like Circle K.

## CONTACT ME



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# THANH NHI

## *Brand & Communication Intern*



### EDUCATION

INDUSTRIAL UNIVERSITY OF HO CHI MINH CITY

Majors in Marketing (2021 - 2025)



### WORKING EXPERIENCE

**Admin Intern (Operation team) - BrandMax**

*(June - September 2024)*

An agency which is operated in the advertising industry for more than 10 years.

- Support project leader to finish weekly reports by using PowerPoint.
- Check and update the weekly sales data and staff shifts,...

**Operation Intern - Glam Beautique - AEON**

*(September - December 2024)*

- Provide support to stores on opening day, membership day, event day,...
- Support and track related issues of the request payment process and contract,... with other departments and suppliers.
- Support to make TikTok video and voice-over it
- Update and check products on e-commerce platforms like TikTok Shop and Shopee.



### SKILLS

- IELTS 6.5 (2023)
- Upper Intermediate Chinese
- Applied informatics certificate of IUH
- Microsoft Office: Word, Powerpoint, Excel
- Design and video editing: Canva, Adobe Photoshop, Capcut
- Communication and Teamwork skill
- Time-management skill