



MAI THI CẨM GIANG

Trade Marketing Specialist

EXPERIENCE

Specialist, Marketing & Promotion Support
Izi Solution Company _Ho Chi Minh
Dec 2024 - July 2025

- Receive, review, and develop promotional campaign content from brand partners; coordinate with relevant departments to ensure effective and timely execution.
- Create promotional campaign templates and upload them to the company's internal system in accordance with the program's structure and operational logic.
- Collaborate with the Customer Care team to promptly resolve order-related issues arising during promotional campaigns.

Sales admin
MediHub Media Company _Ho Chi Minh
May 2024 - Oct 2024

- Prepare contracts, proposals, estimates, and payment documentation; track accounts payable and project progress in coordination with the client
- Receive and promptly resolve customer issues and complaints to maximize satisfaction with hospital departments
- Investigated and analyzed issues arising during project implementation.

Sales admin
HaNoi Medical Materials And Equipment Company_Ho Chi Minh
Jul 2023 - Apr 2024

- Create proposal, quotation and product document
- Monitor tender bidding information, track awarded tenders, establish contact for contract finalization, and provide status reports on contract execution
- Support new product development planning including research product documents, assess technological competitiveness, translate product documents

LANGUAGE

- English

ABOUT ME

I'm building strong skills in communication, organization, and problem-solving. I'm eager to grow professionally and aim to move into a managerial role within 10 years to lead impactful campaigns and support the company's success.

SKILLS

Professional skills

- Microsoft Office, CANVA, SAP
- Research documents, writing reports and communication in English

Soft skills

- Communicate
- Teamwork
- Problem-solving
- Time management
- Self - learning
- Organizational

EDUCATION

University of Science - VNUHCM
Bachelor of Biotechnology
2018 - 2022