



PHAM QUANG HUNG

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Address: No. 270, Trinh Dinh Trong Street, Phu Trung Ward,
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PERSONAL PROFILE

Gender : Male
Birthday : 03/12/1998
Marital status : Single
Nationality : Vietnamese

EXPECTED JOB

Level : Data Analyst
Expected Salary : 500 – 1.000 USD
Job type : Full-time
Industry : Data Science, IT, Economics
Location : Ho Chi Minh City


OBJECTIVES

Looking for a position where I can use my analytical and logical skills to gain knowledge which can be used to make critical decisions. Working hard to understand myself better while building a career in a professional environment and contribute my best abilities to a group or enterprise or organization. In addition, I want to improve management skill as well as leadership & teamwork skill.

ACADEMIC QUALIFICATIONS AND SKILLS

QUALIFICATIONS AND SKILLS	DETAILS
EDUCATION Highest Degree Level: Bachelor	Bachelor – University of Economics Ho Chi Minh City . Degree: Bachelor of Science, Major in International Business. . Field of study: Business Administration and Management, General.
LANGUAGES	. SQL & SQL Server, Python . Fluency in academic English – 7.0 IELTS . Scored 905 in TOEIC national examination
SKILLS	. Proficiency in Tableau . Proficiency in MS Office (Power BI, Word, Excel, Power Point) . IC3 GS4 certification issued in July 22 nd , 2020 . Resourceful of internet solutions . Basic on Adobe Illustrator, Photoshop, Video Maker - Others: . Research, Analytical skills . Excellent in Communications skills . Leadership and Teamwork . Presentation skill . Time management skill, high Intensity . Ability to develop process and procedures . Analytical, negotiation and problem-solving skill . Motivate and retain under line well . Recruitment, training and coaching skill

EXPERIENCE

COMPANY	JOB DETAILS
 <p>CBRE Vietnam Co., Ltd</p> <p>From: January 2021 – May 2021</p> <p>Position in charge: Office Leasing Support - Intern</p>	<ul style="list-style-type: none"> . Approaching, increasing new data base for Office and Retail. . Researching a market. . Constantly promoted sales and communicated with customers. . Reach out to customer leads through calling on phone. . Communicate with the Landlord to gain vacancy update for colleague & client. . Reviewing Contract/ Lease Agreement & support providing necessary documents for legal approvals. . Actively contact & arrange site inspection with Tenant & Landlord. . Cooperating and assisting colleagues to obtain the goals. . Booking & Organizing Events.
<p>Dai Thanh Hung Company</p> <p>From: October 2019 – October 2020</p> <p>Position in charge: Sale Staff</p>	<ul style="list-style-type: none"> . Constantly promoted sales and communicated with customers. . Performing cost-benefit analyses of existing and potential customers. . Maintaining positive business relationships to ensure future sales. . Taking and improving everyday through feedback. . Developing Customer Services.

 <p>Travel & Multimedia Production</p> <p>From: July 2019 – October 2019</p> <p>Position in charge: Marketing Assistant</p>	<ul style="list-style-type: none"> . Maintaining and organising the company's website. . Assigned to brands development through writing posts on Facebook page. . Coordinating with the graphic designer to implement efficient promotional activities. . Participating in sale campaigns. . Planning and recommendation for Head of Marketing new strategy for all customers. . Key projects: <ul style="list-style-type: none"> + Zoc Zoc Coffee & Tea, + Ha Thu Dental Clinic, + Am Thuc Co Ba Binh Duong, + Nier Fine Wines
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ADDITIONAL INFORMATION

<p>Characteristics</p>	<p>Able to work independently as well as in team, quickly adapt myself to new environment.</p> <ul style="list-style-type: none"> . Dynamic and enthusiastic to work, good at problem solving. . Able to work under tight schedules and high pressure. . Open – mind, dynamic, conduct work smart not only work hard, enterprising and ambitious, learn from failures.
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REFERENCE CHECK

- Mrs. Nguyen Nguyen: +84 903 835 551 (Director of Office Services of CBRE Vietnam)
- Mr. Pham Huu Duc: +84 903 708 646 (CEO and Founder of Dai Thanh Hung Company)