# To Thi Ngoc Lan

### **Objective**

Take advantages of skills & experience and understanding of practicing law to become beneficial. From that, I will bring a great deal of value to Customers and contribute to development of Company.



**Education** 

### **UNIVERSITY OF ECONOMIC AND LAW**

Major: International Commercial Law

SEP 2015 - SEP 2019



**Work Experience -**

### THE PEOPLE'S SUPREME PROCURACY IN HO CHI MINH CITY

MAR 2017 - PRESENT

**Apprentice** 

Main responsibilities:

- Assisting in the resolution of civil cases: photo, filing, research, and proposing solutions.
- Write the report of the procurator presents, the procurator's speech at the appellate trial. Recognition and Gains:
- Practical skills and application of law.
- Adapting to the work environment has great pressure.



**Activities** 

# MEMBER OF DEBATE CLUB AT THE UNIVERSITY OF ECONOMIC

NOV 2015 - AUG 2016

Member of Logistics and Human Resource apartment

- Organized talkshow "Students facing and overcoming obtascles 2016"
- Assisted conference "Young models in the integration period 2016"

#### **VOLUNTEER IN PROGRAM "POWER OF YOUTH 2015"**

**APR 2016** 

Volunteer

- Raised funds for poor students.

### VOLUNTEER IN PROGRAM "UEL STUDENT WITH REMOTE AREA"

APR 2016 - APR 2017

**2016, 2017** Volunteer

2016: Đac Nong Province, 2017: Binh Phuoc Province

- Raised funds to give presents to poor students.
- Gave presents to families who have contributed to the revolution.
- Participated in propaganda on the election of deputies to the 14th National Assembly.

# VOLUNTEER IN PROGRAM "WATER ROCKET" OF HO CHI MINH CITY YOUTH GROUP

**MAR 2017** 

Volunteer

- Supported check-in.
- Managed attendant teams and cheered up teamspirit.

# COLLARBORATOR IN PROGRAM "FAMILY FESTIVAL DAY" OF SSA SPORTS

**MAY 2018** 



- **H** July 31, 1997
- Female
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- lanttn15502@st.uel.edu.vn
- Ho Chi Minh City, Viet Nam
- i https://www.facebook.com/la n.to.71653

### SKILLS

Office

Logical thinking and creative

English

### INTERESTS

- Reading
- Listening to music with all kind
- Watching movies, dramas.
- Traveling

### Collarborator

- Organized and managed the games for children and families.
- Communicated and cheered up in English to make the exciting vibe.



# **Certifications**

TOEIC Certificate with score 760 issued by IIG

**AUG 2017** 



## Honors & Awards -

- Encouraging Study Scholarship in 1st semester, 2nd semester 2015-2016 and 2nd semester 2016-2017.
- Award "Sinh vien 5 tot 2016" in Economic Law Faculty