



Nguyen Ngoc Phuong Mai

- Mia -

I am a senior who is well-organized, creative and especially willing to face challenges and to grasp any opportunity directing my steps towards the career goal. Motivated by a thoughtful saying of Steve Jobs "Stay hungry, stay foolish", I am eager for exerting myself in absorbing experience from professional environment.

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EXPERIENCE

MARKETING COMMUNICATION ASSISTANT INTERN | 06.2017-03.2018

SECURITY SYSTEMS DIVISION - BOSCH VIETNAM (RBVN)

Responsibilities: Design marketing materials, Translate documents VI – EN (article, news, press release, project reference), Conduct news clipping report, Prepare marketing material & stock tracking, Organize events and support sales, Admin & logistic activities.

MARKETING INTERN & TEACHING ASSISTANT | 05.2016-09.2017

CENTER FOR INTERNATIONAL PROGRAMME UEL

Responsibilities: Organizing extra-classes and extra-home works, Teaching English communication and pronunciation, Creating displays of pupils' work, Support to organizing school outings or at school events.

EDUCATION

BACHELOR OF INTERNATIONAL BUSINESS | 08.2014-08.2018

UNIVERSITY OF ECONOMICS AND LAW (VNU HCMC)

Major: International Business

GPA: 3.0/4.0

GLOBAL SUMMER PROGRAMME | 06.2016-07.2016

SINGAPORE MANAGEMENT UNIVERSITY

Major: International Business

Module included: The Business of Fun (3.0/4.0)

LANGUAGES



VIETNAMESE
Native



ENGLISH
IELTS 6.5



MANDARIN
Elementary

ACHIEVEMENTS

06.2016 | Scholarship to represent Vietnamese students participating in Singapore Management University Global Summer Programme

04.2016 | Top 30 - Start-up Projects - "Starting a Business" Contest

12.2015 | "5 good-aspect-student" certificate for satisfying 5 criteria in health, studying, soft skills, integration in society, morality

08.2013 | Lawrence S.Ting Scholarship - Lawrence S.Ting Memorial Fund.

INTERESTS



READING

SWIMMING

TRAVELS

SKILLS

Photoshop

Another skills:

- Effective teamworking
- Creative thinking
- Multitasking
- Marketing related skills

Illustrator

InDesign

MS office