




SALES REPRESENTATIVE

Dương Lê Minh Trung (Jack Duong)

As a man always want to work and to contribute my strength, my mind for the place I work . My life time target is “Always try my best to work, work with all of my mind and my strength ”

 20/10/1993

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WORK EXPERIENCES

◆ **BALEM VINA CO.,LTD** 11/2021 - present

Sales Representative

- Introduce, consult customers about products in stores, answer customer enquires on the website.
- Be responsible for customers' requests for maintenance and return.
- Be responsible for daily management in the absence of the store manager.

◆ **SY STEEL VINA JSC** 2020 - 2021

Purchasing staff & Storage Assistant

- Assistant for Director, Manager in purchasing raw material from top suppliers in domestic.
- Set up working process, arrange storage & update data on ERP system.
- Other job as Director & Manager require

◆ **V-STAINLESS STEEL CO.,LTD** 2018 - 2020

Sales Man

- Manage material based on ERP system.
- Find & do business with many kinds of customer in steel field.
- Working & take care of customer for long time business to develop sales volume.

INTERESTS

Learn English

Play Football

Learn new Internet Technology

EDUCATION

◆ **LAC HONG UNIVERSITY** 2011 - 2015

Major in Business Administration

◆ **FPT APTECH** 2021 - 2023

International Developer

SKILLS

Communication & Negotiation



Teamwork



MS Office & Computer



B2B Sales



Web Development



CERTIFICATES

◆ **TOEIC** (2018)

Point: 660 Issued by IIG Viet Nam

◆ **CAR DRIVER** (2019)

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