

CONTACT

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PERSONAL DETAILS

Date of Birth: June 1, 1997

26 years old Age

Nationality Thai

Buddhist Religion

Military status: Pass

SKILLS

Language:







HTML

CSS

JavaScript

Technologies:















Visual Studio Code







Microsoft Office

Language

Thai language

English language

APICHAT WONGTALA

Frontend Developer

Being part of the organization gives me more challenging tasks. And help myself and the organization achieve the goals set by using the knowledge, experience, and skills I have to the maximum benefit.

EDUCATION

2559 - 2563 Bachelor's degree

Kasem Bundit University

Faculty of Science. Major in Computer Science

WORK EXPERIENCE

2564 - 2566 Yukwiwat Law Company Limited

Admin Administrative Work

- Oversaw emails for job notifications from Kiatnakin Phatra Bank (Public Company Limited) and coordinated with internal bank officers responsible for our company.
- Handled data sent by the bank, reported it to the company's main report, and utilized the gathered information in subsequent steps of our company's workflow, such as:
- Prepared initial data for debt collection processes.
- Sent payment demand letters based on information received from the contracting bank.
- Entered data for daily reports, where our company's lawyers filed cases through the court's filing system or E-Filing system and engaged in legal proceedings in various formats.
- Reported through Line groups for admin to manage company data, along with email and pcol.kkpfg.com system reports to the contracting bank.
- Facilitated checking the number of received and completed jobs for performance evaluation against competitors and ranking job acceptance for the following month.
- Coordinated with employees within and outside the company and performed tasks assigned by the supervisor.

QUALIFICATIONS

- Punctual and responsible in job responsibilities.
- Can work well under pressure.
- Positive attitude and open-minded.
- Good teamwork and interpersonal skills.
- Fast learner with a willingness to learn new things.
- Committed to continuous improvement.