

# LINH CUNG

Ho Chi Minh City, Vietnam

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## **PROFESSIONAL EXPERIENCE:**

### **Languageline Solutions**

**Remote, Work from Home**

#### **Medical Interpreter**

**February 2019 – January 2020**

- Provide correct concepts in interpretation according to the established interpretation protocol.
- Adhere to all compliance regulations to meet and exceed client expectations of quality.
- Exercise D&I strategies to provide best service and customer experience.
- Demonstrate ability to work independently with minimal assistance from supervising interpreter.

### **Chop Chop Asian Bistro**

**Fort Walton Beach, FL**

#### **Event Coordinator**

**July 2019 – January 2020**

- Connect with external sources to obtain information on new events opportunities. Request and process required paperwork for event participation.
- Coordinate meetings prior to events and deliver check in and check out information for the team.
- Calculate costs for promotion materials and equipment. Design and prepare marketing materials.

### **Central Washington University**

**Lynnwood, WA**

#### **Student Ambassador**

**February 2018 – August 2018**

- Market and promote CWU-Lynnwood academic programs including designing marketing content, host promotional events and activities, provide campus tours for prospective students.
- Assist prospective students through providing information regarding academic programs and student services to ensure a smooth transition.
- Provide support in the main office including scheduling visits, coordinating communications with other departments of CWU, and other administrative duties.

## **EDUCATION:**

### **Central Washington University**

**January 2017 – December 2018**

#### **Lynnwood, WA**

- Bachelor of Science, Interdisciplinary Studies – Social Sciences
- Bachelor of Arts, Psychology

### **Cascadia College**

**September 2014 – June 2016**

#### **Bothell, WA**

- GED Completion
- Associate of Liberal Arts and Sciences

### **Saigon International College**

**September 2012 – June 2014**

#### **Ho Chi Minh City, Vietnam**

- 10<sup>th</sup> & 11<sup>th</sup> Grade Completion

## **ACCOMPLISHMENTS:**

### **Central Washington University**

**November 2017 – August 2018**

#### **Student Council Member – Secretary**

- Attend weekly meetings. Supervise and delegate tasks between student council members.
- Acknowledge and resolve student hardships. Communicate with fellow students in search of effective solutions to aforementioned hardships.
- Plan and organize educational & engaging events to improve the quality of student life.
- **Student of the Year (3.9 Cumulative GPA)**

### **Saigon International College**

**September 2012 – June 2014**

#### **Student Council Member**

## **CORE COMPETENCES:**

- Leadership/Integrity
- Adaptability
- Problem solving
- Decision making
- Emotional intelligence
- Microsoft Office proficiency
- Interpreter English & Vietnamese