|  |  |  |
| --- | --- | --- |
|  | **Le Thi Binh** | |
| Date of birth | Jan 17, 1999 |
| Gender | Female |
| Phone | 0393 367 160 |
| Email | lebinh99pt@gmail.com |
| Address | Xuan Dinh, Bac Tu Liem, Ha Noi |
| PROFILE | | |
| I have graduated in English at Phuong Dong university. I am looking forward to finding job related to English in reputed company, having challenge to gain more experience and knowledge. Impressed Quote "A winner never stops trying" I try my best at all times and I believe that I can complete the mission well. | | |
| EDUCATION | | |
| Sep 2017 – Now | Phuong Dong university.  Major: English | |
| Sep 2014 – May 2017 | Studied at Long Chau Sa high school. | |
| EXPERIENCE | | |
| Nov 2020 – Jan 2021 | EZPAGE COMPANY CUSTOMER CARE STAFF   * Perform to advertisement translation and post on the company's website, fan page. * Providing consultation, introduction to customers via email or fan page. * Collecting and aggregate information related to customer orders and send to leader. | |
| Jul 2018 – Jun 2020 | CONVIENCE STORE EMPLOYEE  Part-time staff in convenience store near university.   * Organizing the good on shelves. * To be responsible for cashier. * Make reports of sales every day. | |
| Aug 2017 – May 2018 | BLUE STAR TALENT TRAINING CENTER EMPLOYEE   * Prepare learning tools for student. * Take attendance of students before class time. * Providing course’s consultation and introduction to parents and student. | |
| SKILLS | | |
| Languages | English, Chinese. | |
| Computer | Word, Excel, PowerPoint. | |
| Soft Skills | Teamwork, Presentation, Positive Attitude. | |
| HONORS & AWARDS | | |
| 2020 | Phuong Dong university scholarship | |
| 2015 | District level excellent student contest (Literature subject) | |
| REFERENCES | | |
| Vu Thi Thanh Yen, English Department Head in Phuong Dong university.  Email : yenvu1978@gmail.com  Phone: 0979-050-678 | | |
| INTERESTS | | |
| Cooking, Reading, Traveling. | | |