



WORK EXPERIENCE

Au Pair in The Netherlands SNAPS

03/2019 – 03/2020 *The Hague, The Netherlands*

Tasks

- Engaging the children in fun games and activities.
- Preparing meals and snacks for the children.
- Helping the children with their homework.

Administrative Officer and Receptionist International House Bangkok

08/2018 – 01/2019 *Bangkok, Thailand*

Tasks

- Managing office supplies stock and placing orders.
- Answering telephone calls, responding to queries, and replying to emails.
- Scheduling meetings and booking conference rooms.
- Preparing regular financial and administrative reports.
- Issuing invoices and letters.

Freelance Translator and Thai Tutor for Foreigners Self Employment

11/2017 – 07/2018

Tasks

- Translating websites, articles and documents from English into Thai and vice versa.
- Proofreading, editing, and revising translated materials.
- Teaching basic conversational Thai to foreigners.

Apprentice baker/pastry chef Mandarin Oriental Hotel

07/2016 – 07/2017 *Bangkok, Thailand*

Tasks

- Preparing a wide variety of pastries, baked goods, and confections by following both traditional and modern recipes.
- Decorating pastries and desserts to ensure beautiful and tasteful presentation.

SKILLS

Graphic Design

Customer Service

Microsoft Office and Internet Literacy

Translation

Tutoring

Adobe Photoshop

Adobe Illustrator

Figma

HTML5 & CSS3

INTERESTS

Languages

Web Development

Art & Design

Culture

Self Development

LANGUAGES

Thai	●	●	●	●	●
English (IELTS 6.0)	●	●	●	●	○
Japanese	●	●	○	○	○
Spanish	●	○	○	○	○
Dutch	●	○	○	○	○

EDUCATION

Certified Programme in Bakery and Pastry

School of The Oriental Hotel
Apprenticeship Programme

2016 – 2017

Bangkok, Thailand

Completed 160 credits toward Bachelor of Arts in Japanese

Chiang Mai University

2010 – 2015

Chiang Mai, Thailand

High School Diploma in Mathematics and Science

Bunyawat Witthayalai School

2008 – 2010

Lampang, Thailand