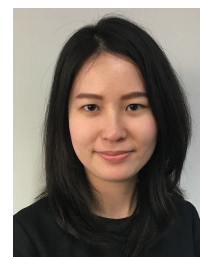


Miss Nutthaphajr Tipnaphat



Personal Data

Address: 30/10 Prakhonchai Road, Paknam, Muang, Samutprakarn, 10270

Email: nutthaphajr@gmail.com

Mobile: +6692-598-2691

Date of Birth: 01/03/1990

Nationality: Thai

Material Status: Single

Gender: Female

Experiences

Feb'15 - Mar'17

Recruitment Officer, COL Public Company Limited

- Gather information of job requirement form sections and function
- Responsible for searching, screening, interviewing and shortlisting qualified candidates according to relevant job criteria within targeted time
- Check background and reference to ensure that they have the necessary skills for a specific job
- Provide recommendation on selected candidate to line manager for evaluation and interviews
- Arrange interview with line managers and acting as communication agent till the recruiting process is completed
- Negotiation a job offering with candidates for an acceptable agreement

Nov'13 - Feb'14

Training Officer, Business Management Company Limited

- Provide training programs support to client
- Support and work with trainers to assist them in all facets of training

Educations

Sep'18 - July'19

Elementary Chinese Language, College of Advanced Training, Beijing Language and Culture University

Sep'15 - Nov'17

Master of Management in Human Capital and Organization Management, College of Management Mahidol University

Jun'09 – Mar'13

Bachelor Degree of Social Sciences (Psychology), Kasetsart University

Mar'02 - May'07

Mathematics - Science, Triamudomsuksa Pattanakarn School

Activities

Nov' 12 - Feb' 13

Trainee at Thai - Swedish Assembly Company Limited

Oct' 13

Staff for Warm Up to Asean Seminar at Kasetsart University

Oct' 11

Staff for Psychology Camp #4 at Kasetsart University

Oct' 10

Staff for Psychology Camp #3 at Kasetsart University

Skills and Languages

Computer Skill

Microsoft Word, Microsoft Excel, Microsoft PowerPoint, iMove

Languages

Thai – Native, English – Intermediate, Chinese - Elementary

Interests

Psychology, Travel

Reference

Available upon request