



## Miss Panasaya Joyrung

**Nickname :** Mind

**Date of birth :** 17 January 1996 **Age :** 26

**Nationality :** Thai **Religion :** Islam

### Working experience

#### **-Thairoongroj Phisan Co.,ltd**

**August 2020 – December 2021**

**Position :** Sales Support & Sales Coordinator

**Responsibility :** Prepare a quotation to send to the customers, Prepare a sales orders, Prepare a weekly sales report, Coordinate with sales, transport and customers, Provide information and take orders from the customers (Call, Website, Line official and E-mail)

#### **- TCM Technology Co.,Ltd**

**November 2018 – September 2019**

**Position :** Administrator Office & Coordinator

**Responsibility :** Prepare a general documents, Sales documents (request for proposal), Accounting documents, Coordinate with sales and customers

### Internship experience

#### **Environment Research and Technology Co.,Ltd**

**June 2017 – August 2017**

**Position :** Assistant Environment

**Responsibility :**

1. Environmental Impact Assessment Report
2. Monitoring quality water and soil

### Education

#### **Srinakharinwirot University (2014 – 2018)**

**Faculty :** Faculty of Environmental Culture and Ecotourism

**Major :** Environmental Technology and Resources

**Degrees :** B.Sc.

**GPA:** 3.03

### Other skills and abilities

- Good command of computer skills (MS Office, Express and Internet)
- Good team player
- Good relationship and Highly adaptive



38/7 Moo 2 Klongsib  
Nongjok Bangkok  
10530



080-9731428



panasaya.joyrung@gmail.com