

CURRICULUM VITAE

Personal Information:

- Full name: Pham Thi Loan Kim
- Gender: Female
- Date of birth: July 2th, 1989
- Place of birth: Bien Hoa, Dong Nai
- Marital status: Married
- Cell phone number: 0589126322
- Home address: 119B/68/55 Nguyen Thi Tan, Ward 2, District 8, HCMC
- Email Address: phamthiloankim@gmail.com

Education:

- 2008-2012: Study the English major at University of Forestry and Agriculture

Qualifications and certificates:

- Bachelor of art in English
- Computer Level A Certificate

Work experience:

I/ 9/2015 - 5/2018: SHERPANI OFFICE - Binh Thanh, Ho Chi Minh City

+ Position: Merchandiser

- Samples development.
- Check CBD
- Make the spec. sheets from 1st proto sample to PP sample.
- Review 1st proto, SMS, PP and Production samples.
- Materials purchasing and negotiation.
- Coordinate with Technical, QA team to meet standards and insure the right commercial decisions.
- Manage & follow up on production with vendors.
- Ensure Systems are updated with costs and details.

- Production tracking report management to achieve on-time delivery.
- Manage the package for shipping, i.e. Poly bag size/ Weight/ Case pack Q'ty and etc.
- Train the Sherpani quality standard.

I/ 1/2013 – 05/2015: SUNGJIN INC VINA – Binh Phu, Binh Chuan, Thuan An, Binh

Duong : 100% foreign owned capital company with main business: production of export traveling bags, sports bags, backpack...

+ Position: Merchandiser (Salomon)

+ Responsibilities: work directly with foreigner customers via email.

- For Development:

- Receive documents and Tech Pack to translate English to Vietnamese.
- Check the new fabric development with customers.
- Work directly with the fabric suppliers on price sample yardage, bulk production fabric and delivery details.
- Prepare all the materials as customer's requisition.
- Check costing sheets & follow up with revision whenever changes are made under manager's approving before making quotes to customers.
- Work with Technical & pattern department under customer information.
- Make sure about sample delivery date.

- For Production:

- Follow up with mills to ensure lab dips are approved on time.
- Ensure fabrics are delivered on time to meet production deadline.
- Ensure fabric, trims...details are correct before production.
- Coordinate Pre-production meeting with technician QC and factories.
- Solves problems from factory.
- Update pending orders and generate WIP as needed.
- Coordinate with Q.C. & factories for production status & provide updated WIP to customers.

Career Objectives:

- Expect a long-term and stable job with a good salary and especially related to the major I was trained at University.
- Always try all my best for higher positions at work.
- Expect to contribute into the common development of workplace that I am working for.

Interest:

- Reading news, watching and listening to the English documentary films on the foreign scientific channels.