



LE THI BICH TRIEU

Date of Birth: Dec-20-1992

Place of Birth: Phu Yen

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CAREER OBJECTIVE

- Work in a professional company, especially garment company
- Contribute to the development of the company and earn promotions.
- Improve skills for excellence: management, communication, teamwork..
- Work long-term with company.

WORK EXPERIENCE

05/2019- PHONG PHU INTERNATIONAL JOINT STOCK COMPANY (PPJ)

Present Costing Merchandiser at Knits Division

- Made internal cost sheet and quotation FOB for buyer.
- Contact, sourcing fabric and accessories for costing. Some supplier fabric such as Hengda textiles, Stylist, hangzhou newwe,...
- Negotiate with supplier about the price of fabric and accessories.
- Checking sample status and contact with customer.
- Control develop sample some brand such as Tommy, Calvin Klein, Belk, Nyco...
- Made Trim card for develop sample.

12/2014- King Hung Garment Industrial Company

04/2019 Develop Merchandiser at Sale department

- Costing price and quotation FOB for buyer.
- Develop sample such as proto sample, exhibition sample, SMS sample to pp sample for production.
- Control some brands such as New Balance, Puma(sports, gold), The North Face, Unico, Norrona, Monbell, Ortovox, Topo with 2 season Spring summer and Fall Winter in ERP system.
- Contacted and purchased accessories and fabric with supplier. Some supplier fabric such as Tiong Liong, Promax, Namtex at Viet Nam and Everest at China, Thai Toray, Yagi-Japan. Some supplier accessories such as YKK, Coat Phong Phu Thread, Viet Phu Label ,Hitrans, Pacific trim.
- Purchase material as thread, poly bag, carton.
- Follow accessories and fabric delivery date to prepare production.
- Made balance sheet.
- Made Trim card.
- Made technology document for production.
- Resolved all problem in production.
- Made packing construction, packing list and booking for shipment.
- Monitoring the progress and quality of product, ensure time of delivery.
- Properly dealing problems rising in production.
- Made liquidation table to known profit of the order.
- Communicate and take care of the customers, answer questions from them

07/2014- MYONE FASHION CO.,LTD

11/2014 Pattern marker

- Making and editing pattern for Sample Room.
- Marker making for cutting product.
- Receiving information from original product or pictures from customers and design in Gerber software.
- Uniform designer in designer software AI and Corel Draw

EDUCATION AND QUALIFICATIONS

2010-2014:

- University of Technical Education Ho Chi Minh City with major in Garment Technology .
- Certificate Level B in computer with good grade.

SKILLS AND CHARACTER

- Language skills: ability in both written and oral English.
- Information technology skills:
 - ✓ Proficient at MS Office: *Word, Excel, Power Point...*
 - ✓ Searching and using information in English by Internet tools
- Soft skills: analytical skills, communication skills, teamwork ability, time management skills, work organization skills ...
- Personal characteristics:
 - ✓ Honest, Friendly, high – responsibility, optimistic.
 - ✓ Passion to learn from other person, dedication and flexibility.
 - ✓ Be able to work under pressure