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| **LE THI BICH TRIEU**  Date of Birth: Dec-20-1992  Place of Birth: Phu Yen  *Mobile phone:* (+84) 372 443 940  *Email:* lethibichtrieuspkt10@gmail.com | | | | |
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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-Present**  **12/2014-**  **04/2019**  **07/2014-11/2014** | **PHONG PHU INTERNATIONAL JOINT STOCK COMPANY (PPJ)**  **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.   **King Hung Garment Industrial Company**  **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 suppiler accessories such as YKK, Coat Phong Phu Thread, Viet Phu Label ,Hitrans, Paciffic 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   **MYONE FASHION CO.,LTD**  **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 | |
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| **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 | | | | |