RESUME

INFORMATION:

Full name: Khuu Kinh Quoc.
Birthday: 24/01/1984.
Address: PA1-8-12 Le Thanh Apartment, street 2, An Lac ward , Binh Tan district, Ho Chi Minh city.
Mobile phone: 098.936.8260.
Email: khuukinhquoc@gmail.com.
Position: IT.
Wage: 200-400 usd.

EDUCATION:

Year: 2010 to 2013:
* Economics University Ho Chi Minh City.
* Degree: Bachelor of Economics.
* Specialization: Real Estate.
* Ranked: above average.
Year: 2002 to 2008:
* Hung Vuong University Ho Chi Minh City.
* Degree: Bachelor of Information Technology.
* Specialization: Information System.
* Ranked: above average.

HOBBY AND SKILLS:
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* Hobby:
- Tivi.
- Computer.
- Book.
- Dog.
- Beefsteak.
* Skills:
- Communication.
- Real Estate Development.
- C#, ASP .NET.
- HTML, CSS, PHP, CMS.
- Software, Hardware computer.
- Innovation.
- LAN, WAN, Wifi.
- User support.
- Helpdesk.
- Website administrator, SEO.

EXPERIENCED:

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Year: 01/2015 to present:

Company name: A lot of Company.

* Position: IT.

* Mandates:

- Manage the internal network (WAN / LAN) for the company;

- Install computer repair, data backup;

- Configure network devices, servers, printers, fax machines;

- Programming PHP and CMS website;

- Website Management, SEO.

- Enter Data.

* Wage: 350 usd.

* Reason for leaving work: Not suitable for working environment.

07/2009 to 07/2014:

Company name: Tan Thuan Construction Investment LTD.

Address: 325 Huynh Tan Phat Street, Tan Thuan Dong Ward, District 7.

Company size: 200 employees.

Position: IT, planning staff.

* Mandates:

+ Select suppliers;

+ Negotiating and drafting contracts with suppliers;

+ Track the progress and report material supply;

+ Coordinate with the project management board to implement procedures for checking input materials;

+ Make payment procedures.

+ Implement procedures for clearance compensation.

+ Manage the construction contracts.

+ Appraisal of investment projects.

+ User Support.

+ Network Administrator.

+ Coder (HTML, CSS, ASP .NET, PHP, database management system Microsoft SQL Server, mySQL).

+ Install computer repair, data backup.

* Wage: 400 usd.

* Reason for leaving work: Looking for better companies.