



# NGUYỄN THỊ MINH NGỌC

## CONTACTS

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## GENERAL INFORMATION

**DATE OF BIRTH**

04/12/2004

**GENDER**

FEMALE

## EDUCATION

**DIPLOMATIC ACADEMY OF VIETNAM, MAJOR:  
INTERNATIONAL RELATIONS)**

- GPA: 3.83/4.0

- Academic Scholarships for students with top GPAs for the first and second semester of the freshman year

**ENGLISH PROFICIENCY: IELTS 7.5**

## EXPERIENCES

- 2023 **LumiVoice - Voice Talent contest**  
Member of Public Relations Department
- Building strategies and writing social posts, attracted over 250 applicants
- 2023 **MIC - DIPLOMATIC ACADEMY VIETNAM's MC CLUB**  
Member of Public Relations Department
- Promote club's activities, such as Trainings, podcast and workshops with guest speakers
- 2023 **LEAD THE CHANGE EXCHANGE TRIP**  
Participant
- Interact with specialists in Meta, Google and Singaporean students to learn about the future of work in the age of AI
  - Work out an idea about a mentor mentee matching application to enhance recruitment
- 2022 **AD ASTRA**  
Interpreter
- Provide interpretation between Limited English Proficient and clients during Parent-Teacher Conferences, medical appointments, hearings
- 2021 **NGUOC ORGANIZATION**  
VICE MANAGER OF COTENT CREATOR | 11/2021 - 1/2023 - CONTENT CREATOR | 6/2021 - 11/2021
- Building Public Relations strategy on Social media: Facebook, Instagram, Websites
  - Manage translation of social posts
- 2022 **CO-PUBLIC RELATIONS MANAGER at WORKSHOP "STI - THE POWER OF PUBLIC SPEAKING"**
- Leading members in promoting the Workshop, attracted over 1000 applicants

- 2019 **PANACEA PROJECT**  
MEMBER OF PUBLIC RELATIONS DEPARTMENT I  
7/2019 - 6/2020
- Building Public Relations strategies on Social media
  - Attending offline fundraising event Espoir 4.0
- 2020 **HEAD OF PUBLIC RELATIONS DEPARTMENT I**  
7/2020 - 7/2021
- Managing Fanpage on Social medias
  - Recruiting volunteers (over 400 applications)
  - Organizing fundraising events (Du Hi and Thoi bay Covid) for children at National Children Hospital
- 2020 **BAO FAIR 2020**  
MEMBER OF PUBLIC RELATIONS DEPARTMENT I  
7/2020 - 9/2020
- Building Public Relations strategies on Social media
  - Contacting journalists, Media company and other student organisations for media cooperations
  - Technology assistant in online events (with over 1600 applicants)
- 2021 **STUDENT LIFE CARE**  
MARKETING CONTRIBUTOR I 5/2021 - 1/2022
- Building Public Relations strategy to promote the Company's counseling programs on SLC Fanpage and SVS community on Facebook
  - Organizing 5 day Home moon Mid-Autumn Challenge
- 2021 **CAM PROJECT**  
VICE HEAD OF PUBLIC RELATIONS DEPARTMENT I  
9/2021 - 12/2021
- Leading member in building promotion strategy
  - Organizing the event LANG - a five-day challenge
- 2021 **WASH IN Southeast Asia**  
EXCELLENCE - PARTICIPANT DESIGNING FOR BEHAVIOR CHANGE WORKSHOP OF WISE - I 6/2021