



# MAI THI CẨM GIANG

Quản lý sản phẩm

## EXPERIENCE

**Sales admin in Medical department**  
**MediHub Media Company \_Ho Chi Minh**  
**May 2024 - present**

- Preparing contracts, proposals, payment proposals, cost estimates
- Following payable and project processes
- Receiving and expedite the resolution of customer problems and complaints to maximize satisfaction
- Presenting collaborate content

### Result

Achieve satisfaction to customers and cooperation with HCMC Hospital of Dermato - venereology, Children's Hospital 1, Thu Duc City Hospital,...

**Sales admin**  
**HaNoi Medical Materials And Equipment Company \_Ho Chi Minh**  
**Jul 2023 - Apr 2024**

- Preparing price quote and product document
- Following tender bidding information, receive wining tender information and contact to make contract and report status of contract
- Working with departments in hospital
- Researching products: ventilator system, ultrasound machine, ultrasound bone cutting device, medical bed.

### Result:

Participating in projects with a supporting role

- Bid spare parts of ventilator system for Cu Chi hospital, University Medical Center HCMC, and 175 Military Hospital

**Intern in production department**  
**Southern Horticultural Research institute \_Tien Giang**  
**Nov 2021 - Jan 2022**

- **Topic:** Tissue culture of flowers such as Chrysanthemum indicum, Orchidaceae and Petunaia
- **Detail works:**  
Research document  
Prepare culture medium, culture sample, tools and materials.  
Perform culture operation

## LANGUAGE

- English



## About Me

I graduated with a degree in Biotechnology from the University of Science. I am always willing to learn to become better. I am looking for a position that I can put into practice my knowledge and experience, ultimately benefiting the operations of the organization that I work for.

## EDUCATION

**University of Science - VNUHCM**  
Bachelor of Biotechnology  
2018 - 2022

## SKILLS

### Professional skills

- Knowledge of Microsoft Office ( word, excel, power point, canva)
- Reading documents, writing reports and communication in English

### Soft skills

- Communicate skills
- Teamwork
- Problem-solving skill
- Repsonsibility
- Studiosusness