


CURRICULUM VITAE

CONTACT INFORMATION

Title:	IT Programmer – IT System Manager		
Candidate information: 	Full name:	DINH NGUYEN DANG KHOA	Experience
	D.O.B:		15 years
			Major:
			IT Engineer Programmer -Officer - Hardware & Network Technician
	Mobile phone		Languages
	Email:		Vietnamese, English
	Address:	Flat 140, Nguyen Van Tao Street, Ward Long Thoi, Dist. Nha Be, Ho Chi Minh City	

CAREER OBJECTIVE

Desired location:	Facilities Manager
Job-status:	Full time
Type of employment:	Permanent
Career objective:	To pursue a challenging and growth-oriented career in an organization that offers opportunities to learn and grow by delivering results. Try to be learning as much as possible and doing my best to accomplish my task. To have good opportunities to get promotion in my job. Develop my skills with the development of the company. Never give up, try one more time. Open for any position.
Desired salary:	NET Income VNĐ 50,000,000

EDUCATION

2020	Certificate Leadership Developments Programs Advanced Presentation Skill 2020 Coaching & Mentoring for Leaders Empowerment & Delegation and Motivating & Development People Emotional Intelligence & Mindfulness Transformation Leading organizational change Thinking School - HCMC, Vietnam – By Doctor. Dũng Vũ Thế
2019	Certificate of Achievement – Information Technology Infrastructure Library ITIL – version 3. 2011 Robusta Technology – HCMC, Vietnam.
2018	Certificate of Achievement – TRAIN THE TRAINER G&H Management Services -by Master. Garry Howell
2009	Level B of English - Language.

2005 – 2009	Bachelor 1 - Information Technology Engineer (Major in Computer Science), University Information Technology - HCMC, Vietnam.
2004 – 2005	The Diploma of Durational Training (Information Management) University of Technology –HCMC, Vietnam National University
EXPERIENCES	
<u>02/2011 – Now</u>	Senior Manager IT Administration of Fashion Garments 2 Co., Ltd – Tan Phu Branch.
2010 – 2011	Information Technology Teacher of Vocational School -Tan Phu, Dong Nai Vietnam
2006 – 2010	One year working at Company Limited Future Study. Position of chief sales. Four years of high school staff, Ngo Quyen District 7 City 2-3. Technical Officer, Informatics teacher. Two years as a guest lecturer at the Academy office as the Computer Center University HUFLIT Informatics Future Study. Two years teaching at secondary school in Hiep Phuoc. of IT employees of the hardware. Nhà Bè HCM City.
06/ 2005	Technical and business collaboration with companies like commercial services, computing, and electronics.
SKILLS	
Working Skills	<p>- Position of strength</p> <p>Building project smart factory with digital changing. Building and improving processes in production. Developing and training the head of the department with a high-quality process. Team coaching & mentoring with customer experience management. Project and Budget yearly for all departments for IT Device requirements. Deploy manpower recruitment program with a consultative role. Participate in human resource training and development activities with a trainer. Supporting Management KPI WEB system and HR Attendant System The lead of all cultural sports events of the company. 5S Leader</p> <p>- Software</p> <p>Training EPR application for all users. Development and training Project RES.Q MI; RES.Q QMS, and RES.Q Skill Matric – with MS. Power PI dashboard Responsible for maintaining the internal ERP application used by the company: Application development (fixing application errors and development of new functionalities);</p> <p>- Hardware</p> <p>Developing LAN network project with a new factory. Planning and Design CCTV System Project -Solution software control. Configuring and troubleshooting desktops, laptops, and servers Familiar with hardware tools like servers, printers, VoIP, networking, and telecommunications devices Excellent troubleshooting skills in complex software and hardware problems Troubleshooting of personal computers. Online Support to customers concerning their computer problems.</p>

Foreign Language

English Language: Intermediate

- Speaking (8/10) - Reading (7/10) - Writing (7/10)

Others

Honest, meticulous, responsible, and enthusiastic with work

Careful style of work. Good leadership. Good communication.

Can work independently, especially under high pressure, and a highly responsible spirit.

Smart, fast, and enthusiastic

Favorite business, research, and innovation in the information technology industry.

Ability to learn quickly, good communication relationship with colleagues, easily adapt to the new working environment.

INTERESTS

Favorites Activities

Football, Badminton, English Music, ...
