

Objectives

Shortterm (in the next 2 years).

+ Strengthen my skills and deepen my knowledge by working in a professional organization and challenging environment.



Education

BANKING UNIVERSITY OF HO CHI MINH

OCT 2015 - JAN 2020

Major: English Business at Banking



Work Experience

VUONG CONVERSE

2016 - 2017

Saleman

- + Write and upload product advertising post via Facebook, Zalo, etc.
- + Welcome customers by greeting them; offering them assistance.
- + Advise customers by providing information on products.
- + Help customer make selections by building customer confidence; offering suggestions and opinions.
- + Make reports of sales every day.

ABEC ENGLISH CENTER

2018 - 2019

Teaching assistant

- + Help teachers with recordkeeping, such as tracking attendance and calculating grades.
- + Tutor and assist students individually or in small groups in order to help them master assignments and to reinforce learning concepts presented by teachers.

TUANTRAVEL

2019 - 2020

Visa counselor

- + Consulting customers with visa requirements: direct, phone, email, chat tools and social networks
- + Checklist records, receive and check recordsSupport translation, fill out visa applications, book a hotel room, book an air ticket, make travel schedules.
- + Complete the visa application for customers, make an appointment, submit applications and guide customers to answer interview questions.



Activities

BANKING UNIVERISITY HO CHI MINH FOOTBALL CLUB

2015 - 2017

FOOTBALL PLAYERS

- + Trainings everyday to improve football skills.
- + Playing for my school's team and competition against other colleges.



Personalities

- + Optimistic



18/11/1997



Male



0343076799



phamnam181197@gmail.com



Hiep Binh Chanh Apartment,
Hiep Binh Chanh Ward, Thu
Duc District, Ho Chi Minh City,
Viet Nam.

SKILLS

Negotiation Skill



Time Management Skill



Communication Skill



Problem and Solution Skill



INTERESTS

- Soccer
- Swimming
- Piano

- + Stable
- + Adaptable
- + Patient



References

1. Name: Trinh Doan Ho
Relationship: Colleague
Company's Name: ABEC English Center
Contact No.: 0981878046
2. Name: Pham Tuyet Ly
Relationship: Manager
Company's Name: ABEC English Center
Contact No.: 028 3896 0049



Additional Information

- + Height: 180 cm
- + Weight: 70 kg