LÊ THỊ THẢO NGUYÊN

10/06/1996

Nữ

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✔ Lý Thường Kiệt,quậnTân Bình, TPHCM

CAREER OBJECTIVE

- I can utilize strong communication skills, logical ability, capability analysis into my working to complete tasks correctly. SHORT TERM (1-2 years): Finding an entry-level this position, suitable for myself to begin my career with knowledge and skills related to this field.

LONG TERM (3-5 years): Get a higher promotion with high salary and build career path in this job.

SKILLS

Microsoft

English

Problem Solution

Time management

HOBBY

- Read book
- Listen to music
- Join in events or parties related to music



NGUYEN KHUYEN SECONDARY AND HIGH SCHOOL

2011 - 2014

HO CHI MINH UNIVERSITY OF PEDAGOGY

2014 - 2016

Major: Physics

UNIVERSITY OF ECONOMICS HO CHI MINH CITY

08/2016 - 03/2020

Major: Quality management

GPA: 7.39

MERISM 08/2019 - 10/2019

Major: Merchandiser (Course) - Garment Industry

Learning about fabric, read tech pack from brands, how to calculate garment cost....



G&G II GARMENTS 10/2019 - NOW

Costing Staff

Main responsibilities:

- ✓ Receive development sample from Development Department and calculate costing of garment base on cutter must and tech pack.
- ✓ Send the cost sheet to the leader before sending it to customer.
- ✓ Check and save all related documents.
- ✓ Communicate with all department in the company to update related all information such as: fabric price, material,... to complete the tasks.
- ✓ Key learning: working carefully, communication skills.

VINA ONE STEAL 8/2019 - 10/2019

Quality Management Intern

Main responsibilities:

- ✓ Update files, forms if process changes or updates.
- ✓ Working with head of all departments to allocate tasks.
- \checkmark Tracking project performance, specifically to analyze the successful completion of short and long-term goals.
- ✓ Building relationship with all partners.
- ✓ Do some tasks in the human resources department.
- ✓ Key learning: Problem solving, decision making, communication skill.

ENGLISH CENTER: PASAL

02/2018 - 06/2018

Sales intern

Main responsibilities:

- ✓ Planning and conducting promotional campaigns.
- ✓ Consulting different courses at center for customers.
- ✓ Make commitment. Explaining some problems which customers often meet.
- ✓ Take care of current customers also potential or new ones.
- ✓ Support for human resources department and marketing for hiring staffs or advertising campaigns.
- ✓ **Key learning**: Consultancy, communication, teamwork, problem solving, organization.



Organizational skills and the ability to approach tasks is efficient and logical Hard- working, dynamic, patient, flexible.

Time management skills, problem solutions.

I can work both on team and work alone correctly.

The ability to be proactive and use your initiative: to see what needs doing and to do it.