

ANH NGUYEN

San Francisco, CA 94121 • 530-555-1212 • anguyen@ucdavis.edu

OBJECTIVE

A career position in sales and marketing at Dream Job International Co.

EDUCATION

Bachelor of Science in **Managerial Economics** with a minor in Communication
University of California, Davis, June 20XX

Carlos University, **Education Abroad Program**, Madrid, Spain, Summer 20XX

SKILLS

Computer: Proficient in MS Word, Excel, email and Internet Explorer in PC and Mac environments.

Language: Fluent in Vietnamese, Conversational Spanish (spoken).

Communication: Able to write clearly and convincingly and give public presentations to large groups.

RELEVANT EXPERIENCE

Marketing/Sales Intern, Progressive Microproducts, Sacramento, CA (6/XX–Present)

Market personal computer hardware and software. Develop and implement marketing and advertising strategies. Design and develop educational and entertainment software for Apple computer system. Participate in numerous computer trade shows hosting more than 3,000 visitors and more than 150 vendors.

Management Trainee/Salesperson, Grand Auto, Inc., Davis, CA (5/XX–9/XX)

Performed sales work for auto parts store with annual sales exceeding \$35 million. Worked effectively with customers and employees. Maintained a large store inventory using a computerized inventory system. Supervised and trained a sales force of 34 representatives. Implemented parts department reorganization for enhanced work flow. Developed effective in-store and window displays.

Salesperson, Consumer Distributing Company, Woodland, CA (9/XX–4/XX)

Performed general merchandise sales for large catalog chain store. Processed over \$10,000 per week in cash, checks and credit cards, performed inventory control, and completed clerical tasks. Received quarterly awards for sales performance.

LEADERSHIP

Fundraising Chairperson, Member, Delta Sigma Pi, a business fraternity (dates)

Member, Vietnamese Student Association (dates)