

Dao Duy Manh

Personal summary

An enthusiastic and knowledgeable young person who work as Java developer or IT Helpdesk with a strong technical background, self- discipline and the ability to work with the minimum of supervision. A highly dynamic person with great team spirit as well as ability to work independently, deadline orientated and having the ability to organize and present complex solutions clearly and accurately.

Academic Qualifications

Hanoi University **2010-2014**

(Faculty of Computer science)

IELTS **6.0**

(Certificate of Hanoi University)

Skills

1. Understanding about data structure and algorithm.
2. Understanding about OOP.
3. Understanding about MySQL.
4. Undertaking analysis, diagnosis and resolution of system problems.
5. Experience of Linux/Unix, Wmware and Windows systems.
6. Testing and evaluating new technology.
7. Producing documentation and reports to a high standard.

Personal skills

Language Skills:

- ✓ Fluent in English
- ✓ Basic in Japanese

Computer Skills:

- ✓ Office Automation: Microsoft Office TM
- ✓ Software: Netbean, eclipse
- ✓ Linux/Unix and Windows systems.

Soft skills:

- ✓ Proactively working as a member of a team.
- ✓ Good communicating skills.
- ✓ Ability to work under pressure.
- ✓ Problem solving.

Personal details

Name: Dao Duy Manh

DOB: 05/12/1992

Address: HoaBinh-
ThuongTin-HaNoi

Phone: 01668701516

Email:

daoduymanhcs@gmail.com

Working Experience

IT Assistant at CARE (2014-2015)

An international humanitarian organization

Daily tasks:

- ✓ Diagnose and facilitate the repair of ICT equipments.
- ✓ Diagnose and facilitate the repair of ICT equipments.
- ✓ Prompt response to ICT problems reported by employees.
- ✓ Physical installation/de-installation of hardware devices such as computers, laptops and peripherals.
- ✓ Perform computers software installation/configuration.
- ✓ Perform periodically maintenance to ICT equipments.
- ✓ Perform periodically maintenance to Computer software.

References

Name: NGUYEN VIET HAI

Title: IT Administrator (my supervisor)

Telephone number: 0982185099

Office number: 0437161930 ext: 201

Email address: nguyenviet.hai@careint.org

PHP Developer at Volcano (2013-2014)

A start-up company about website and software development

Daily tasks:

- ✓ Responsible for all of programming works of Web App project
- ✓ Web app functionalities development
- ✓ Support for website maintenance and monitoring
- ✓ QA testing of code written

References

Name: NGUYEN KHOI

Title: Founder & SEO, Volcano Vietnam

Telephone number: 0918537799

Email address: khoi.nguyen@volcano.vn