






Personal Details

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Education

2021 - 2025

Bachelor

Business Administration

University of Economics and Law - VNUHCM

Skills

- Capture and Synthesize information
- Customer Services
- Built Proposal/ Contract
- Microsoft Office
- Social Marketing
- Event Planner/Organizer
- SEO Writting
- Communication
- Handle Multitask
- Teamwork
- Time Management
- Basic Design

Language

English - Intermediate (B1)

French - Intermediate (B1)

Dinh Thi Thuy Trang

MARKETING INTERN - ERX

A talented candidate **full of enthusiasm, creativity, high adaptability, always responsible in work.** With accumulated experience and knowledge, I believe that I will be **a potential individual in the field of Sales, especially Marketing.**

Currently, I want to find a job related to **Sales and Economies in the position of Account or Marketing** to have the opportunity to apply knowledge as well as accumulate more experience. In the next 5 years, my goal is becoming a senior consultant in my field.

Experience

● **02/2023 - Now**

"haitraiquyt" Online Shop | Ho Chi Minh City
Co-founder of "haitraiquyt" Secondhand Online Shop

- Mainly responsible for sourcing, with the purpose of minimizing costs and ensuring product quality, especially secondhand product.
- Design, search for packaging materials and choose the appropriate packing method.
- Contribute significant ideas in operating, planning and executing.
- Fully in charge of building and operating social media including designing posts, creating social content, managing and taking care of customers.

● **7/2023 - 10/2023**

LUT MEDIA | Binh Duong Province
Account Intern

- Have a knowledge of social media channels.
- Research data of client is mean collect information of the companies which need campaign marketing by viral video.
- Communicate directly with client about their demand (concept, content, budget,..).
- Create and maintain good connection with the vendors.
- Support and coordinate with other departments to solve problems together.
- Keep track and manage internal human resources of the project.
- Build proposal and contract to pitch with the customers.

● **9/2022 - 12/2022**

HEINEKEN | Ho Chi Minh City

Project Member of Digital Innovation - "UMenu" Application

- Monitor the business of existing outlets through the "UMenu" application to ensure that the outlet is in good working order.
- Support outlets in terms of technical - application, POS integration.
- Create and maintain good connection with the new outlet chains.
- Support and coordinate with other team members and other departments to solve problems together.
- Keep track and manage internal human resources of the project.
- Build up, keep contact with FMCG Corporations and delivery input information of outlets to the team.

Activity

● **9/2021 - 9/2023**

GPA - Group of Potential Administrators | Ho Chi Minh City
Vice President - Head of Event Department

- Connect, directly cooperate with some artists (Phuong Ly, OnlyC,..).
- Head of the outside event "Startup ideas Day", the only and biggest job festival in UEL.
- Known as the passionate organizer of Khoi Nghiep Kinh Doanh (KNKD).
- Manage and take main responsibility for the success of every event (workshop, webinar, academic training, competition,..)
- Organize virtual webinar "Dive into HR" with about 1000 participants.