



HUONG THU NGUYEN

Desired job: Marketing Trainee

CONTACT

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ABOUT

A motivated fresher, experiencing academic achievement and a wide range of social skill set, looking forward to the opportunity for further development.

EDUCATION

Nguyen Tat Thanh University

2014 – October 2019

Drug Development & Production

GPA: 2.97/4.00

CERTIFICATES

English TOEIC 905

MOS (Word, Excel, Power point)

SKILLS

Project management

Content creation

Computer excellence

Office (Word, Excel, PowerPoint, Google sheet, Google doc, etc.)

CRM email marketing applications (Hubspot, sendy, mailchimp, mail merge).

Adobe creative cloud: photoshop, illustrator (beginner)

REFERENCES

M.Sc Nguyen Thi Thuy Trang – Academic Advisor

Email: thuytrangd07@gmail.com

Ms. Luu Thanh Huyen – Founder of VOCF; Senior Manager HR at Unilever Vietnam

Email: amon.luu Thanh Huyen@gmail.com

EXPERIENCES

Working:

CUSTOMER RELATIONSHIP TEAM LEADER (CRM LEAD)

Timeline: August 2018 – Present

Vietnam Online Career Fair (VOCF) is a very first online recruiting program, partners with strategic career experts and MNCs to bring out the best virtual experience for young talents.

Future Management Trainee Community (FMT) with the mission is connecting students to their dream company, spread and share their expertise.

Task/Achievement

- Work on online & offline projects: UFLP – The Untold Story co-organized by Unilever; VOCF SS 1: Management Trainee Season; VOCF SS 2: Finance & Banking Season as a specific.
- Draw a customer journey maps, action plan for the year 2019.
- Lead a team of 3-6 and was in charge of **email marketing performance, data management.**
- Provide student insights: volume, growth rate, and demographics.
- Build up the people-driven spirit to maintain efficient teamwork.
- **Achievement:** Serviced up to 2000 students for the virtual career fair day and 100-150 students for offline events.

MARKETING EXECUTIVE PART-TIME

Timeline: November 2018 – September 2019

Cuisine World (CW) is a restaurant group with the core value focusing on the creativity of food and quality of service. The group is now managing 2 brands with 3 outlets: Én Tea House & Restaurant, Én Event Space, and CW Catering.

Task/Achievement

- Assist manager in executing holistic branding plans.
- Produce content for marketing materials and regularly updated the company's website and social media channels.
- **Achievement:** Experienced 8 months as a marketing executive at a Food & Beverage start-up and delivered 98% in marketing campaigns such as Én birthday event, new menu release, Gourmet dinner events.

PHARMACOLOGY DEPARTMENT MONITOR

Timeline: November 2017 – December 2018 *Pharmacology department at NTTU.*

Task/Achievement

- Assist the lecturer in preparing chemicals and lab instruments following the instruction of a lesson day.
- **Translated medication documents** (pathology, medicinal plants, indications, contraindication, side effects, etc.) from English to Vietnamese.
- Collected medicine information to develop the website thongtinthuoc.com.
- **Achievement:** Proficient in practical experiments, updated academic resources to support society.

Volunteering:

- **Camp counselor at GPA (Golden Path Academic).**
- **Lead of Coordinator** at Global Village 2018 organized by AIESEC IN RMIT.
- **Volunteer at LIFE CLUB at NTTU.**