



# Nguyễn Thị Liễu

Application position: Medical Representative

Address: 318-IIH02A, Thanh Ha, Kien Hung,  
Ha Dong, Ha Noi

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## CAREER GOALS

- Apply knowledge that is trained and learning to complete the work and become an excellent employee.
- My guiding principle: "passion and responsibility will lead to success in work".
- Relentlessly study, improve knowledge, learn from experience in all fields and be ready to seize every opportunity to develop careers.

## EDUCATION

### HA NOI UNIVERSITY OF PHARMACY

08/2012 - 06/2017

### DEPARTMENT OF PHARMACEUTICAL ADMINISTRATION AND ECONOMICS

Graduation type: Good

## SKILLS

- Ability to work independently as well as teamwork with high responsibility, be able to work under high pressure.
- Ability to interact well, explain and provide clearly information.
- Negotiation skills: good.
- Proficiency in using office software such as MS.Word, Excel, PowerPoint ...
- Using basic statistical data analysis software SPSS.
- English: basic.

## EXPERIENCES

### MINH PHUOC PHARMACEUTICAL AND TRADING COMPANY LIMITED

04/2017 - PRESENT

### REGULATORY AFFAIRS OF FUNCTIONAL FOODS.

- Consulting customers about the formula, writing product's uses, objects, user manual for the product.
- Creating profiles and making decision with customers about profile's content.
- Editing and uploading online profiles, tracking and correcting profiles as requirements of Vietnam Food Administration (VFA).
- Phone consultation, supporting customers for profile's registration and submitting.

Reference person: Ms.Pham Van Anh.

Phone: 090 455 91 56

MINH PHUOC PHARMACEUTICAL AND TRADING COMPANY LIMITED

### TUTOR

02/2016 - 04/2017

- Tutored for elementary school students.
- Tutored Chemistry and Math for high school students.

### CENTRAL PHARMACEUTICAL CPC1.JSC

11/2017 - 12/2017

### TRAINEE

- Participated in testing activities before storing goods.
- Learned about the preservation process of the products in warehouses

and shipping process, the inspection process and the implementation of GDP.

- Learned about the process of drafting and archiving records on preservation, import and export.

## **HUU NGHI HOSPITAL**

09/2016 - 10/2016

## **TRAINEE**

- Participated in activities of arranging, inventorying medicines in stores, distributing medicines to departments, clinics, patients.
- Learned about the process of building a list of drugs in hospitals and medicine tender process.

## **PHARMACY NO. 3 - 104 H2 THANH CONG, BA DINH DISTRICT - HA NOI.**

06/2016 - 07/2016

## **APPRENTICE**

- Participated in supporting the sale of medicines.

## **SOCIAL ACTIVITIES**

### **EARTH HOUR 2013**

03/2013

### **VOLUNTEER**

- Joined the cycling activity.
- Green movement, leaflets, propaganda at the university to call for everyone to join in order to protect the environment and against the climate change.