

PERSONAL INFORMATION

Full name: **VU HOANG NAM**

Date of birth: January 28th, 1992

Place of birth : Hai Phong City

Address: Bình Tân district, Ho Chi Minh City

Cell phone: **01636753464**

Email: vuhoangnamhup@gmail.com



CAREER OBJECTIVE

A position of professional medical representative, work in an active environment with precious opportunities for career advancement.

SKILLS

- Communication, presentation skills.
- Ability to work under pressure and meet tight deadlines.
- Have a high sense of responsibility.
- Be willing to work at extra- working due to urgent tasks.
- Good at reading and translating English documents, books
- Computer literacy: Microsoft Office (Words, Excel, and PowerPoint)

PROFESSIONAL EXPERIENCE

- 2015- 2016 : Work in **MEDLATEC Hospital** – Ha Noi in Pharmacy Department.
Job details :
 - Make a drug survey market in Dong Anh- Ha Noi.
 - Meet the doctors in Dong Anh Hospital to present the product.
 - Make sale and transport goods to customer.
- 5/2016 → 10/2016 : Work as Tender staff in Tan an Pharmaceutical company:
Job details:
 - Selling goods in the areas where the goods have won the bid.
 - Set up the customer system ensure that sales reach the highest efficiency.
- 2016 → now : Work in **Quang Binh pharmaceutical company (Quapharco)** as a **Senior staff in charge of the tender.**
Job details:
 - Prepare all legal documents and technical documentation of the product that participate in tender.

- Monitoring the tender information of all hospitals and Department of Health in the southern provinces.
- Attending tender opening.
- Composing and submitting the tender contract, solve the problem arising during the tender process.
- In responsibility for managing the debt of these contract.
- Make a plan to sell goods.

HOBBIES

- Jogging
- Traveling, listening to music (ballad, rock, electro-pop....).
- Playing tactic games
- Reading historical novels, records.

STRENGTH

- Good at English communication.
 - Good at reading and translating English document.
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EDUCATION

- 2010 - 2015: General Pharmacist, major in **Pharmaceutical Management and Economics, Ha Noi University of Pharmacy**. (Graduated in 5/2015)

I certify that the information provided in this CV is true and I will bear the full responsibility for them.!

Hai Phong, September 02nd, 2018

Vu Hoang Nam

COVER LETTER

Dear Ms/ Mrs: **To Whom it may concerned**

Learning about the information of your recruitment, I am writing to you with regards to the position within your company for **Medical Representative**. As requested, a brief résumé of my background is enclosed, I believe that my advantages will make me be a potential candidate for this position.

My current job is **Tender Senior Staff**. This helps me become a careful, honest as well responsible person. In addition to, i want to stick with the job long term. I would like to find a job with the challenges to overcome. With the characters and the experiences accumulated in the learning process and work, I am confident to send my profile with the desire to become a member, to contribute to the growth of your company.

In that regard, I would welcome a conversation to discuss my qualifications with you and the possibility of joining in your organization. Please find enclosed my résumé. Feel free to call me at **0336753464** to arrange a time to meet. Thank you for your consideration. I look forward to hearing from you soon.

Your sincerely

Vu Hoang Nam

SOCIALIST REPUBLIC OF VIETNAM

RECTOR OF
HANOI UNIVERSITY OF PHARMACY

has conferred

THE DEGREE OF PHARMACIST

Upon:

Mr Vu Hoang Nam

Date of birth:

28 January 1992

Year of graduation:

2015

Degree classification:

Ordinary

Mode of study:

Full-time

Hanoi, 15 June 2015

Reg. No: 101501328

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM

HIỆU TRƯỞNG
TRƯỜNG ĐẠI HỌC DƯỢC HÀ NỘI

cấp

BẰNG DƯỢC SĨ

Cho:

Ông Vũ Hoàng Nam

Ngày sinh:

28/01/1992

Năm tốt nghiệp:

2015

Xếp loại tốt nghiệp:

Trung bình

Hình thức đào tạo:

Chính quy

Hà Nội, ngày 15 tháng 6 năm 2015

HIỆU TRƯỞNG



Số hiệu: 009568

Số vào sổ cấp bằng: 101501328

Nguyễn Đăng Hòa