



# TRAN NGUYEN HUYEN TRANG

## PERSONAL INFORMATION

|               |   |
|---------------|---|
| GENDER        | Female  |
| DATE OF BIRTH | November 19th, 1996                               |
| PHONE         | 035.44.999.58                                     |
| EMAIL         | tnhuyentrang.96@gmail.com                         |
| ADDRESS       | 05 Tran Binh Trong, Thanh My, Don Duong, Lam Dong |

## SKILLS

|                     |              |
|---------------------|--------------|
| Microsoft Office    | English      |
| Adobe Photoshop     | Presentation |
| Adobe After Effects | Content      |
| Online research     | Teamwork     |

## STRENGTHS

|               |                            |
|---------------|----------------------------|
| Hard-working  | Responsible                |
| Good writing  | Patience                   |
| Technological | Ability to handle pressure |
| Fast learner  | Working away from home     |

## CERTIFICATES

Certification of Application in Basic Information Technology.  
First prize - Local Propaganda Play and Song Writing Contest, 2016

## EXPERIENCE

### Da Nang Pharmaceutical & Medical Equipment Joint Stock Company (DAPHARCO)

Intern

January 2019 - April 2019

#### DAPHARCO 72 Pharmacy

- Process prescriptions, sell medicines and other stocks.
- Organize received products on selves and clean daily.
- Manage special controlled drugs, side effects and prescriptions paper records. Monitor temperature and humidity on a daily basis.
- Manage inventory and expired date, invoices, statistical and financial electronic records using Viettel GPP software.
- Research pharmaceutical laws and circulars.

#### GSP Standard Warehouse

- Fill orders from customers, usually pharmacies and hospitals.
- Maintain a clean and tidy warehouse environment.
- Organize medical products by supplier and lot number.
- Perform control process on some drugs for further management.

## EDUCATION

### Da Nang University of Medical Technology and Pharmacy

Bachelor of Science in Pharmacy

2014 - 2019

- GPA: 3.63/4.0 (Excellent).
- Merit scholarship of academic year 2018 - 2019.
- Graduate thesis about in silico techniques (QSAR and docking).

### Thang Long Gifted High School

Monitor of Physics class

2011 - 2014

- Bronze medal - 18th National Physics Olympiad, 2012.
- First prize - Provincial Excellent Student Contest, 2014.

## ACTIVITIES

### Youth Days - the Tribute Ceremony & Party Night

Organizer

2019

- Suggest ideas and discuss the event content.
- Create promotional plan and materials.
- Design and edit all of videos.

### A Night to Remember - Thang Long Graduation Prom

Organizer

2014

- Plan the scope of the event, including time, location, program, food and cost.
- Confer with other classes to coordinate details.
- Implement and notify information to class.