

CURRICULUM VITAE

PERSONAL INFORMATION

Full name: LE HOA TRANG

Gender: Female

Date of birth: 20/10/1994

Address: Binh Khanh Apartment, An Phu Ward,
District 2, HCMc

Phone number: 0166 6674 689

Email: lehoatrang.duochanoi@gmail.com



POSITION APPLYING

Medical Representative in HCMc

EDUCATION

2012 – 2017 : Hanoi University of Pharmacy (Classification: Good)

EXPERIENCE

Nov 2017 – Jul 2018: Working in Pharmacity Company

- Nov 2017 - Mar 2018: **Employee at Vinhome store** – Binh Thanh District
 - Studying about medicines: taking combining doses and consulting prescription
 - Communicating and persuading customers
 - Teamworking, Hard-working
 - Achieved: Promoted to store manager position

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- Apr to Jul 2018: **Manager at Sala store** – District 2
 - Managing:
 - Implement action plans from Departments
 - Assign and check staffs' job performance
 - Develop and report sale revenue to Area Manager
 - Collect customers' opinions to improve the service
 - Achieved:
 - Took part in organizing successfully the “100th Store’s Pharmacy Grand Opening” Event
 - Coached new staffs to have basic English communication
 - Develop Sale revenue after 3 months

SKILLS

- English: Reading and Listening
- Microsoft Office: Word, Excel
- Teamworking
- Communication and Persuasion
- Working under the pressure

PERSONALITY

- High-responsibility
- Hard-working, Carefully
- Friendly

I certify that the information contained in this CV and understand that if proved falsified, these statements shall be grounds for dismissal. For further information and references, I would be very pleased to be contacted at telephone or email.

Applicant
Le Hoa Trang