

CURRICULUM VITAE

NGUYEN DINH TU

PERSONAL INFORMATION

Name: NGUYEN DINH TU
Date of birth: 08/12/1991
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EDUCATION

2014 - 2017: **Pharmacist**, HCMC University of Medicine and Pharmacy, GPA 7.02/10.
2009 - 2013: **Bachelor of Organic Chemistry**, HCMC University of Science, HoChiMinh City, Vietnam, GPA 7.54/10.

WORKING EXPERIENCE

03/2019 – present: DKSH VietNam - Hospital Key Account Executive – NonKey HCM

- Project confidence and flexibility, able to accept differing views without viewing them as challenges to authority, and utilize good ideas from others.
- Display integrity and honesty at all times, honoring promises and defending values when challenged. Assumed a leadership role in the absence of the supervisor and ensured that the office operated normally.
- Tender management on key account.
- Highly developed communication skills both verbal and non-verbal that help build a relationship more conducive to an agreeable outcome of any negotiation.
- Identify chance and win new business in term of listing and tender.

09/2018 – 02/2019: DKSH VietNam – Sale Representative – NonKey HCM

- Responsible to take part in tender sales operations in government hospitals.
- Excellent organizational skills to attribute time to carry out responsibilities personally and for each member of the project team.
- Accurately estimate the work involved in any task to provide both a timetable and the effort required for successful completion.
- Work closely with respective client, sales team, treasury departments for smooth operations
- Keep a professional manner with peers, co-workers, and clients at all times.
- Seeking de-escalate issues and find ways to resolve issues rationally.
- Build good communication with government sectors- hospitals and banks

04/2018 – 08/2018: DKSH VietNam - Assistant Tender Management

- Preparing tender documents (legal & product documents) according to requirements to make sure tender documents are accurate and meet the deadline.
- Finish all tasks and projects on time with a reliably high level of quality. Accept all requests to fill necessary shifts, schedules, or complete tasks when others are unavailable
- Other admin works like coordinate with hospital sales, customer services, finance, IT in term of hospital's orders process
- Following up tender result, prepare tender contract and arrange to set tender result on the system

11/2013 – 03/2018: Center of Occupational and Environmental Health - Laboratory technician

09 - 11/2013: Institute for Environment and Resources - Laboratory technician

Orther:

11/2017: Trainee at “Boston Vietnam Pharmaceutical Joint Stock Company”

10/2017: Trainee at “District 11 Hospital”

SCIENTIFIC SKILLS

Computer: Word, Excel, Powerpoint, Internet, Scientific softwares (Chemdraw, Statgraphics, Hyperchem and Chemwindow).

Languages: Vietnamese, English, Chinese.

SOFT SKILLS

Analysis skill, communication, problem solving, work independently, teamwork, time management, handling pressure, reporting, negotiation.

SOCIAL ACTIVITIES

Humanitarian blood donation - 7 times.

Social activities at HCMC University of Science's Laboratories

Joining charity activities

HOBBIES

Traveling, listening in pop and classic music, cooking, swimming.

TRAINING COURSE

SOPs of Product and PV Training

Compliance Training

Data Archiving Training

Negotiation skills with clients

Management data system