



TRẦN NGỌC MỸ

Pharmacist

Date of birth: September 8th, 1994

Address: Bình Tân District, Ho Chi Minh City

Mobile: 036 335 7581

Email: tranmy0809@gmail.com

Marital status: Single

CAREER OBJECTIVE

I desire to find a challenging job and professional working environment for a long-term commitment and personal development. My short-term goal is to find a position where I can use the knowledge and strengths that I have. I value progressive spirit and make it my motto.

EXPERIENCE

PRODUCTION, Amvipharm J.S.C Ho Chi Minh City

Aug 2017 - Now

Production officer in Powder injection workshop:

Main responsibilities:

- ✚ Supervise production activities (manufacturing and secondary packing process).
- ✚ Solve and handle problems in process.
- ✚ Improve capacity in working line.
- ✚ Prepare for GMP inspection.
- ✚ Follow, inspect status of machinery in line.
- ✚ Make plan for manufacturing as forecast, ensure the completion. Report to head of department if have any deviation.
- ✚ Coordinate with QA, QC, Engineering department to perform validation process.
- ✚ Support R&D in performing trial batches in current equipment and process in order to produce industrial scale.
- ✚ Compile SOP and relevant document.
- ✚ Make daily, monthly report; calculate labor hours, machinery hours, productivity.
- ✚ Manage, train and assign personnel in process.

Accomplishments:

- ✚ Have knowledge GMP, GSP-WHO about sterilize product produce by aseptic procedure.
- ✚ Management skill: handling time, machinery, personnel.
- ✚ Adhering and enforcing strict regulation to process.
- ✚ Building strong relationship with another department, another colleagues.

SALE STAFF (PART-TIME), Lotteria Viet Nam, Can Tho City

Oct 2014- Dec 2015

Main responsibilities:

- + Sale fast food for Foreigner and Vietnamese at shop
- + Advertise produce on media publication such as leaflets, posters,...
- + Make report of sales everyday

Accomplishments:

- + Improve self-confident, sales skill.
- + Improve soft skill, communication skill.
- + Customer care skills.

TUTOR (PART-TIME), Can Tho City

Jan 2013 – Jan 2014

Subject: Mathematics, Physics, Chemistry

- + Help students with their homework
- + Promote their passion, creation in learning.

SKILLS

- + Good at English (speaking, listening, reading, writing)
- + Reading, writing specialized document in English.
- + Solve problem flexibly.
- + Good at presentation.
- + Negotiation skill.

PESONALITIES

- + Teamwork spirit.
- + Fast learner, honest.
- + Activeness, self – motivation.
- + Strict, discipline with myself.

EDUCATION

CAN THO UNIVERSITY OF MEDICINE AND PHARMACY

Bachelor of Pharmacy

Year: 2012-2017

GPA: 7.26

REFERENCE

1. Mr. Muhammad Shahid Khan, Plant Manager, Amvipharma J.S.C
Whatsapp number: +92 322 7171124
Email: shahid.khan@cclpharma.com.
2. Mr. Phạm Huy Hoàng, Production Team leader, Amvipharma J.S.C
Mobile: 093 431 3971
Email: hoang.pham@cclpharma.com.vn