



# Nguyễn Thị Như Quỳnh



quynhntn297@gmail.com



0904.599.908



Thanh Nhan Str. Hai Ba Trung Dist, Ha Noi

## OBJECTIVES

Acquire specialist knowledge and gain hands-on experience in a professional working environment. Undertake challenging positions with serious and devoting working attitude to promote skills and develop career path in the marketing field.

## EDUCATION

**2006 – 2012: St. Petersburg State Chemical – Pharmacy Academy (Russia)**

Bachelor of Science – Major in Pharmacy

**2015: Digital Marketing Certificate**

**2016: IELTS Certificate**

## SKILLS

### Technical:

Familiar with Microsoft Office (Word, Excel, Powerpoint)

### Language:

Russian: excellent communication

English: IELTS Official Certificate

## EXPERIENCE

### **Jan 2016 - Present: Marketing Manager - SMEAG Global Education in Cebu, Philippines**

- Build up the number students enrollment plan
- Contact with agencies, counselling to get target numbers
- Coordinate with the media company to promote and search for customers
- Prepare curriculum, studying schedule for students.
- Organize events to promote the brand

Learning points: International marketing, define target market

### **Sep 2014 – Dec 2015 : Marketing executive - Fobic Co., Ltd**

- Plan and conceptualize marketing initiatives.
- Communicate marketing plan to the team and allocate tasks for members
- Prepare POSM to promote events
- Monitor and report marketing events' results
- Arrange regular trainings about “Product information & marketing Strategy” for Sales Team.

Learning points: Marketing, teamwork

### **Jun 2013 - Aug 2014: Sales manager - Siberian Health International Company**

- Manage the sales force nationwide.
- Plan, prepare, conduct and recommend training needs

<p><b>Teamwork:</b> 8/10</p> <p><b>Multitasking :</b> 7/10</p> <p><b>Work under pressur:</b> 8/10</p> <p><b>Project management:</b> 7/10</p> <p><b>Analytical thinking:</b> 7/10</p> <p><b>Leadership:</b> 8/10</p>	<p>for funtional manager and sales force to ensure performance and help them achieve higher level of skills, competent.</p> <ul style="list-style-type: none"> <li>• Conduct sales management meetings and business reviews to set sales goals and strategies to meet them.</li> <li>• Strengthen relationship with key customers.</li> </ul> <p><u>Learning points:</u> Leadership, customer service</p> <p><b>Sep 2012 - Jun 2013: Teacher and Specialist - Medicine and Pharmacy, Ha Noi National University</b></p> <ul style="list-style-type: none"> <li>• Prepare lesson plans and teaching schedule</li> <li>• Evaluate and grade class work and assignments</li> <li>• Work in chemical laboratory</li> </ul> <p><u>Learning points:</u> Work under pressure, interpersonal skill</p> <p><b>Apr 2010 - Jun 2010: Translator and collaborator - Pharmacy Polysan Company, Russia -</b></p> <ul style="list-style-type: none"> <li>• Read documents and prepare summaries</li> <li>• Meet and consult clients</li> <li>• Seek for potential clients and build contacts data</li> </ul> <p><u>Learning points:</u> Writing, analytical thinking</p>
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