**SOCIALIST REPUBLIC OF VIETNAM**

**Independence – Freedom – Happiness**

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**CURRICULUM VITAE**

1. **PERSONAL INFORMATION**

Full name : Tran Thi Trinh

Date of birth : February, 12nd, 1996

Address : Linh Dong Ward, Thu Duc District, Ho Chi Minh City

Marital status : Single

Email address : trantrinhms96@gmail.com

Phone number : 0978561607

1. **EDUCATION**

* From 2002 to 2007: Studied in Ma Thanh Primary school
* From 2007 to 2011: Studied in Ma Thanh Secondary school
* From 2011 to 2014: Studied in Bac Yen Thanh High school
* From 2015 to 2018: Studied in the University of Medicine and Pharmacy,

Ho Chi Minh City, Faculty of Pharmacy

1. **SKILL**

* Good at Ms office (word, excel, powerpoint software…)
* Good English communication
* Careful, energetic, highly motivated, openness, sincere, ability to acquire knowledge and use it flexibly
* Be able to work under pressure
* Essential skills such as: communication, teamwork, independent working, time management skills, problems solving skills, interpersonal skills…

1. **EXPERIENCE**

**Working in Pharmacy:** August 2017 - 2018: Tan Tai Pharmacy

* Dispensing medication to patients and answer any questions that they may have about prescriptions, over-the-counter medications, or any health concerns that the patients may have.
* Arranging drugs on shelves in Pharmacy

**Sales staff:**

February – June 2017: sales staff at Dinh Nghiem Trading and Service Company

* Selling retail products, goods and services to customers
* Finding out the demand of customers, create the solutions and ensure a smooth sales process

**Tutors**

2016 – 2017: English tutor in E2BF (English To Better Future) Centre

2014 – 2016: Private tutor

* Reviewing class materials and notes so as to plan and prepare lessons
* Assessing each student’s individual needs and difficulties
* Adapting lessons to better suit the learning style of students

1. **ACTIVITIES**

* Academy English Club
* Volunteer in Friends for Street Children Organization
* Member of the department of media and communication of Nguyen Vinh Nien Scholarship in Pharmacy Faculty, Medicine and Pharmacy University, Ho Chi Minh City
* Taking part in the activities at University as well as society such as: blood donation, Green Sunday, free consultation and medicine in Dinh Huong Pagoda, free food dispensation for patients in Thu Duc Hospital,…

1. **TARGET**

* Devoting myself into the development of your company with my all abilities
* Becoming a good employee and having a potential career progression
* Having chances to study more and enhance myself

Ho Chi Minh City, October, 15th , 2018

Applicant

Tran Thi Trinh