**RESUME**

**PERSONAL DATA**

Name : Ms. Heng Leangkim

Address : Nº 22 street Somroang Andet, Sangkat Phnom Penh Thmey,

Khan Sen Sok, Phnom Penh, Cambodia

Telephone : (855) 95 77 1992

Email : Leangkimheng@yahoo.com

Date of Birth : 25 May 1992

Place of Birth : Phnom Penh

Nationality : Cambodian

Marital Status : Married

**LANGUAGES**

**Speaking Listening Writing Reading**

**Khmer** Mother tongue Mother tongue Mother tongue Mother tongue

**English** Fluent Fluent Fluent Fluent

**Chinese** Basic Basic Basic Basic

**EDUCATION**

April 2014 : graduated B.B.A., University of Cambodia, Cambodia

Major: International Business

August 2013 : graduated B.B.A., National University of Management, Cambodia

Major: Tourism and Hospitality

September 2011 : Certificate of Foundation Year Course, University of Cambodia

Major: English literature

GPA: 3.75

March 2010 : Certificate of Foundation Year Course,

National University of Management

Major: Tourism and Hospitality

July 2009 : High School Diploma, Chea Sim Santhormok High School

Grade: C

Average: 98.612

**QUALIFICATIONS/AWARDS**

December 2012 : Certificate of Recognition “Academic Excellent Award of the

Year 2011-2012”, University of Cambodia

October 2012 : Certificate of Completion Chinese Conversation Program

Chinese International Center

September 2011 : Certificate of Proficiency Ms. Office Advance Excel 2010,

National University of Management

September 2011 : Certificate of Recognition of Academic Foundation Year

2010-2011, University of Cambodia

GPA: B+

September 2010 : Certificate of Completion Intensive English Program for

Academic Student, University of Cambodia

Grade: B

December 2009 : A Reward of **Samdech Techo Hun Sen-Haruhisa Handa** National

Scholarships 2009, University of Cambodia

December 2009 : A National Scholarship Reward 2009,

National University of Management

December 2007 : Driving License, Dai Thom II Driving School

Type of Vehicle: Car

February 2007 : Certificate of Microsoft Word 2003, Newton Thilay School

Grade: A+

**TRAINING/WORKSHOP**

March 2013 : Certificate of Participation in Workshop “Life Management in

Modernization”, Human To Human Cambodia (HTH)

17-26 December 2012 : A successful participant in “Cambodia Youth Camp 2012” by

Ministry of Education, Youth and Sport

11-15 November 2012 : Certificate of Participation in “2012 IYF World Camp”,

International Youth Fellowship in Cambodia

September 2012 : Certificate of Attendance “Documents for Buying and Selling” by

FTMS Global Academy Cambodia Private Limited

September 2012 : Certificate of Attendance “SWAP” by

FTMS Global Academy Cambodia Private Limited

August 2012 : Participated in “2nd National Social Enterprise Conference”,

Cambodia-Japan Cooperation Center (CJCC)

August 2012 : Certificate of Attendance “IAS: Inventory” by

FTMS Global Academy Cambodia Private Limited

June 2012 : Certificate of Appreciation for Participation in “UC Environment

Day 2012” By University of Cambodia

March 2012 : Certificate of Attendance “Accounting For Sales Tax” by

FTMS Global Academy Cambodia Private Limited

December 2011 : Certificate of Participation “The 7 Habits of Highly Effective

College Student” by University of Cambodia

**COMPETITION**

February 2013 : Research and debated in “Youth Debates on Gender Equality”

Ministry of Women Affair

January 2013 : The Top Ten Groups of “National SME Business Model

Competition 2012-2013”, Cambodia International Education

Support Foundation (CIESF), WASADA University, and

University of Puthisastra

**VOLUNTARY/WORK EXPERIENCES**

July 2015-Present : Brand Marketing Executive at British American Tobacco

Feb-June 2015 : Strategic Planning & Insight Admin at British American Tobacco

Aug 2014-Jan 2015 : Merchandising Development Executive at British American Tobacco

Sept 2013- July 2014 : Brand Marketing Intern at British American Tobacco

May-Sept 2013 : A ticketing and administration staff at Modern Angkor Travel

15-25 June 2013 : A liaison officer for Cambodia 37th World Heritage Committee

(WHC), UNESCO and the Council of Minister, Cambodia

09-18 April 2013 : A Volunteer in the event “Angkor Sankranta 2013”, Union of

Youth Federation of Cambodia (UYFC)

March 2013-March 2014 : A Chapter Member of Pacific Asia Travel Association (PATA)

January 2012-Present : A trainer at Top Leadership Center (TLC)

June 2012-Present : A member of Cambodia Scouts, National University of

Management (NUM)

11-15 Nov 2012 : A volunteer in International Youth Fellowship (IYF) for the event

“World Camp 2012”

10 November 2012 : A Volunteer for a Seminar on the topic of “Khmer Culture and

Identity” by Kerdonel Khmer Group and Nokor Khmer Center

**OTHER INFORMATION**

Typing : 35wpm

Computer : Ms. Power Point, Ms. Word, Ms. Excel, SPSS, Ms. Outlook, and

Amadeus system

Interests : Chatting, shopping, browsing web, music, reading newspaper,

meeting with new people, and reading book

**REFERENCE**

**Miss Gina Vistan Lopez,** Tel: (012) 676 598

Associate Dean College of Management, University of Cambodia