



TRẦN NHÃ YÊN

Application – Decathlon
Department Leader



+84 937167833



trannhayen2311@gmail.com



<https://www.linkedin.com/in/y%C3%A0n-tr%E1%BA%A7n-241659383/>

EDUCATION

Bachelor of Accounting

International University HCMC
2021 – 2025

Highschool diploma with honor

Gia Dinh highschool
2018 – 2021

HARD SKILLS

- Finance & Accounting tools: (quickbooks, microsoft tools,...)
- Digital Tools: Canva, Google Workspace, Slack, Excel
- IELTS 7.0
- Basic French communication
- Marketing & Sales: Knowledge in digital marketing and customer consulting

SOFT SKILLS

- Leadership & Team Management
- Communication & Consulting
- Problem-solving
- Adaptability
- Cross-cultural collaboration
- Time management & Organization

REFERENCES

PNJ GROUP

Trinh Anh Tuan – Chief Accountant

Phone: 0909494792

JOLO ENGLISH CENTER

Ms Thao – Chief manager

Phone: 0918720804

ABOUT ME

Motivated graduate with strong leadership and customer service experience. Skilled in managing multicultural teams, driving customer satisfaction, and thriving in fast-paced environments. Passionate about sports and retail operations plus eager to contribute to Decathlon's mission of making sports accessible for all.

Active badminton player for 10 years, fostering discipline, teamwork, and resilience.

Mindset aligned with Decathlon's core values.

WORK EXPERIENCE

PNJ Group

2024

Financial & Accounting Intern

- Prepared and reconciled financial statements and daily accounts, ensuring accuracy and compliance.
- Reporting & Communication Tasks: Composed and sent internal emails following company standards.
- Accounting & Bookkeeping Assistance: Obtained necessary accountant stamps, drafted sample financial reports for department accountants, and supported bookkeeping and data entry tasks.

JOLO English Center

2022 – 2023

Consultant & Teaching Assistant

- Delivered tailored professional service to 30+ individuals weekly and improve sale growth; strengthened consultation skills and resolved enrollment issues, raising satisfaction.
- Provided high-quality client service in a multicultural environment (Japanese – Korean customer based)
- Assisted in classroom management

TOSA Club – International University **2022 – 2024**

Vice Leader (2022 – 2024)

- Coordinated large-scale events at university level
- Led and coach a team with more than 40 members, enhancing leadership, problem-solving, and cross-functional collaboration skills.
- Monitored progress, supervised tasks, and reported results to the Executive Board.
- Led logistics, budgeting and vendor coordination for university events with up to 500 attendees; negotiated sponsorship agreements and managed a team of 40 members.