

CURRICULUM VITAE



I. PERSONNAL INFORMATION:

- Full name : HUYNH MINH LUAN
- Date of birth : 02/02/1992
- ID No. : 321406886
- Current Address : 12/2 To Ky Street, 12 ward, Ho Chi Minh City
- Permanent Address : 85/2 Phu Khanh Vilage, Thanh Phu district, Ben Tre province
- Email : minhluan2292@gmail.com
- Mobile : 0985047960

II. EDUCATION AND QUALIFICATIONS:

- Highest degree : Associate (Very Good – 8.0/10)
- Major Subject : Information Technology – Cao Thang Technical College (2010 - 2013)
- Language proficiency:
 - English level B.

III. WORKING EXPERIENCE:

- December 2015 - ***Present:*** Sourcer at vsource.io
 - ✓ Primary objective: assisting the company's clients in searching for any candidate profiles matching with jobs' requirements from online data sources and support them in building their internal data banks.
 - Understanding client requirements and sourcing the suitable candidates for different positions.
 - Searching & Short-listing the candidates as per client's requirements via job-boards, social networking sites (linkedin.com).
 - Screening and short-listing CV's base on the remit provided.
 - Identifying suitable candidates quickly for client submission.
 - Submitting complete profile to Team Leader within given time.
 - Getting new updating or tips from seniors or higher position regarding tough requirements.
 - Doing some project tasks such as: doing career market research, building customer database, etc.
 - Other duties assigned by Team Leader and Sourcing Manager.
- September 2015 – March 2017: Student at VNUHCM - University of Science
 - ✓ Industry: Computer Software, Computer Games, Information Technology and Services (IT), Finance, Accounting, Marketing, Automotive, etc.
- September 2015 – March 2017: Student at VNUHCM - University of Science
 - ✓ Be a student, learn all days of week.

- ✓ Experience most with C++, beside I also knew Java, C#.
- June 2014 - January 2015: Salesman - Customer Care Staff - Technical Staff at Ceregem Viet Nam
 - ✓ Customer care.
 - ✓ Product introduction.
 - ✓ Repair and maintenance of massage.
 - ✓ Repair and maintenance of networks and computer centers.
- September 2010 – September 2013: Student at Cao Thang Technical College
 - ✓ Experience with C++, C#.

IV. ACHIEVEMENTS:

- Experience most in development with C++.
- Know Java, C#.
- Write some bookmarklet to support team and tribe sourcing and working easier.
- Have ability to work under pressure and to meet tight deadlines.
- Have a high sense of responsibility, hard working, careful, reliable.
- Proficiency with standard Microsoft IT packages (Word, Excel, Power Point), boolean search
- Knowledge of online networking sites (LinkedIn, Twitter, Facebook, G+, GitHub, etc)
- Integrity, teamwork, awareness, learning.

V. ADDITIONAL INFORMATION:

- Skype: minhluan2292
- LinkedIn: <https://www.linkedin.com/in/minhluan2292>

VI. REFERENCES:

- Lê Xuân Trúc – Delivery Manager at vSource:
 - ✓ Email: truc.le@vsource.io
 - ✓ Mobile: 01682 528 107
- Ty Đoàn – Delivery Manager at vSource:
 - ✓ Email: ty.doan@vsource.io
 - ✓ Mobile: 0937 450 321
- Nguyễn Thị Hiền – Team Leader at vSource:
 - ✓ Email: hien.nguyen@vsource.io
 - ✓ Mobile: 0932 084 769

Ho Chi Minh City, November 8th, 2016

Luan Huynh