



# NGUYỄN VÕ MỸ LINH

## APPLIED POSITION:

## EXPERIENCE

### Digital World Technology Solutions Joint Stock Company | 2024 – 2025

#### Senior Account Executive

- Made outbound calls to introduce services, mainly targeting business owners in the software and technology sector
- Searched for potential customer data from various sources such as Facebook and business directories
- Met with both individual and corporate clients to introduce and consult on the company's services
- Regularly updated knowledge about the industry and technology services through the Internet and internal training courses
- Consistently achieved 80% to 100% of monthly sales targets
- Surpassed monthly targets, reaching 200% to over 300% in some months

### MINDX TECHNOLOGY SCHOOL JOINT STOCK COMPANY | 2022 – 2024

#### Sales Executive

- Made outbound calls to introduce programming and technology courses for students from grade 3 to grade 12
- Searched for individual customer data from the Internet
- Persuaded and scheduled meetings with parents to consult on courses that help develop children's thinking and talents
- Provided customer care and support during the course period
- Contributed to building a positive working environment and learning space for students, while understanding the needs of each parent
- Consistently achieved over 80% of monthly sales targets

### IALC ENGLISH CENTER | 4/2024 – 8/2024

#### Teaching Assistant

- Assist foreign teachers in maintaining class stability, keeping order, and ensuring the quality of the lessons.
- Support foreign teachers in conveying knowledge, or translating difficult words, sentences, and terms when necessary.
- Help students complete assignments and lessons in class.
- Distribute and check the completion level of homework.
- Collaborate with foreign teachers to assess the learning progress of each student in class. Keep track of each student's learning situation and report to the academic department – AC – on a regular basis.

## EDUCATION

### University of Finance – Marketing 2018 – 2022

Bachelor's Degree in General Business Administration

## MY CONTACT

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### Address

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District, Ho Chi Minh City

### Birthday

11 – 05 – 2000

## SKILLS

- Communication skills
- Teamwork skills
- Sales skill
- Working under pressure
- Problem-solving

## CERTIFICATES

- TOEIC 2 SKILLS 525