

DUC DUY TRAN

Contact

Gender Male

Phone 4377795335

Email tdhuy2001@gmail.com

Skills

Teamwork

Have ability to Organizing and Planning

Problem Solving Skills

- Have a Creativity thinking
- Manage to deals with the high demand of orders or solving problem of customer

Flexibility

- Changing your schedule to accommodate a coworker or manager's needs
- Offering to take on new responsibilities to meet changing needs

Computer Software and Application

Knowledge

- Have the ability to make a website, and use Microsoft Office effectively

Design

- Have ability of using photoshop, and editing video

Education

Seneca college

07/2021 - 04/2024

Computer Programming & Analyst

Experience

Teacher assistance

05/2019 - 06/2020

Apollo center

- Teaching English for students in secondary school and high school
- Cooperation, and teamwork with another teachers
- Making PowerPoint slides for teaching and activity
- Prepare syllabus for each classes
- Can teach without a teacher

Staff

07/2020 - 10/2020

Highlands Coffee

- Being trained basic skill
- Sales consultant for customers

Grill staff

09/2021 - 11/2021

Ginger restaurant

- Being trained basic skill about cooking, especially grill
- Managed to do multi tasks at the same time

Extracurricular Activities

Volunteering

10/2018 - 11/2018

Volunteer in a Conference in Vietnam

Clubs/ Organizations/ Societies 08/2017 - 03/2019

Technology Clubs in Cong Nghiep high school