



# Nguyen Xuan Quang

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## Summary

I have 8 years of experience in training, education, and IT across a range of job areas. I enjoy using new technology and am good at self-learning. I enjoy working in places where I can assist and collaborate with people.

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## Education

**AWS Restart Vietnam and AWS Cloud Architecting** May 2022 – Present

- Learning the basics of AWS Cloud for entry-level positions in cloud computing. using scenario-based exercises, practical laboratories, and coursework that improves students' knowledge of Linux, Python, networking, security, and relational databases.

**Thinking School** April 2020 – Present

- Students can take online classes and communicate with instructors in real time because of Thinking School's better infrastructure. I hold the following certificates: Using an LMS to manage training and learning, Create and edit a movie, etc.

**QuyNhon University** Sept 2005 – June 2009

- Bachelor of Accountancy

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## Experience

**ISPACE VOCATIONAL TRAINING COLLEGE** 2020 – 2022

*Secretary*

- \* At meetings, I organized, coordinated, and took notes.
- \* Handled administrative work and provided assistance to the sales team.
- \* Created content about Online Safety

**FAMILY'S GROCERY STORE** 2016 – 2019

- \* Managed my family's grocery store.
- \* Helped customers feel happy when they met me at the grocery store.

**SILICON STRAITS SAIGON** 2013 – 2015

*Customer Success Specialist*

- \* Participated in and managed a variety of CognitoCRM-related tasks, including as client meetings, product releases, packaging, and training on features.
- \* Wrote FAQs, guidelines, and tutorials that improved sales staff members' understanding of interesting product features and enabled them to close more deals.
- \* Supported product development by explaining present and future consumer needs.
- \* Taken part in the Quality Assurance process and made sure that clients received a high-quality product.

**TGM CORPORATION** 2010 – 2013

*Online Customer Support*

- \* Created email marketing campaigns to promote products or services.
- \* Executed newsletter projects that shared useful information to customers.
- \* Managed company's Facebook fanpages and websites.
- \* Developed online communities: Vuon Toi Thanh Cong forum (about 30.000 members)

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## Volunteer

### **LEAD LIKE JESUS VIETNAM**

2021 – Present

*lanhdaonhugiesu.com*

- Manage and develop the marketing channels

### **MUCDONG MAGAZINE**

2017 – Present

*tapsanmucdong.net*

- Edit printed material and manage the website

### **VIETNAM CATHOLIC LITERATURE**

2017 – 2020

*vanthoconggiao.net*

- Researched content and managed the website.

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## Skills

**Developer Tools:** Git, VS Code

**Editor Tools:** Camtasia, Snagit, Canva, Markdown

**Blogging Platforms:** Wordpress, Blogger, Hugo

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## Preferences

### **Mr Bui Hai An**

Deputy CEO at Timo Vietnam

**Phone number:** 0949 646 899

### **Mr Do Tran Binh Minh**

Excutive Vice President of iSPACE - Cyber Security College

**Phone number:** 0973 483 961