

PERSONAL PROFILE

I am an energetic, confident and enthusiastic individual who has developed a mature and responsible to approach to any tasks undertaken. I am the one who able to cheering up people by making up funny stories and motivating others in working thanks to my optimistic outlook in life.

I get on well with people at all levels, easily making good working relationships. Therefore I have good presentation skills combining sound analytical research and clear verbal explanation.

Education

NGO QUYEN HIGH SCHOOL 2013 - 2016
Major in English

INTERNATIONAL UNIVERSITY SEP 2016 - PRESENT
Major in Bussiness Administration

Experiences

ENACTUS - IU 10/2016 - PRESENT
Sub- leader sponsor team (External Relation Department)

Main responsibilities:

- Draw up list of company's files about contact, address, email
- Support Project Department by setting up sponsor files and get sponsor from enterprise

Recognition and Gains:

- Responsible and well - organized
- Active and confident in relationships as well as communication
- Improved flexibility and problem - solving skill

Activities

TALKSHOW ENTER THE MARKETING WORLD (FOR IU STUDENT) 2/2016 - 3 /2016
Organizer

- Planning and programing the progress of talkshow
- Operating human resources to run talkshow smoothly

SOME ACTIVITIES IN SHORT - TERM 2/2016 - 3/ 2016

- Volunteer for AMR Week VietNam 2016 (WHO) about against antibiotics
- Sales coconut cake (1 month)

Certifications

- Graduated soft skill class "Awake your power 88" 2014



23/04/1998

Female

08.8888.1486

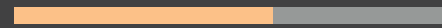
camtu.enactusiu@gmail.com

9 Li Van Phuc street, Tan Dinh Ward, district 1

<https://www.facebook.com/roxane.moore.7127>

SKILLS

Teamwork



Public Speaking



Creative



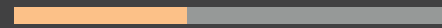
Communication



English



Computing skill (word + excel)



INTERESTS

- o Fitness
- o Romantic books
- o Creative activities
- o Music
- o Travelling