



EDUCATION

IELTS CERTIFICATED

APRIL 2017 - APRIL 2019

ACADEMIC

Overall Band Score: 5.5
CEFR Level: B2

FRENCH LEVEL

SEPTEMBER 2012 - SEPTEMBER 2015

French I: 7.3 - B
French II: 9.0 - A+
French III: 8.5 - A
- Communicate basically and write simply.

HO CHI MINH CITY UNIVERSITY FOREIGN LANGUAGE AND INFORMATION TECHNOLOGY (HUFLIT)

SEPTEMBER 2012 - SEPTEMBER 2015

Department Of International Business Administration
Major: Marketing

GO VAP HIGH SCHOOL

SEPTEMBER 2010 - SEPTEMBER 2012



WORK EXPERIENCES

CITITIME MALL

AUGUST 2016 - OCTOBER 2016

Full time: Cashier

Job description

- Have the bill to customer
- Calculate the price for each product with discount, gift, voucher, and card
- Writing the final report at the end of the day

Achievements and skills gained:

- Be careful with money, detailed with all working
- Knew about how to get the bill, invoice, writing the final report
- Understood the way to use the card
- Got the knowledge about the famous brand of swatches
- Used the private software easily
- Had the clear timetable
- Had the experience about the employees around

SHAHARA - BUDWEISER

MAY 2016 - JULY 2016

Full time: The interpreter

Job description

- Translated Vietnamese to English about the cooking program (the way to cook the meal) for foreign people

TRUONG LY NGOC TRAM

November 26, 1994

Female

0121.821.6625

ngoctram1263@gmail.com

30C2 Thich Quang Duc Street,
Phu Nhuan District, Ho Chi Minh City, VIETNAM

OBJECTIVE

Taking advantages of experience, and understanding of market to become a professional marketer, bringing a lot value to the company and customers and increasing my English skill.

SKILLS

Microsoft Word

Microsoft PowerPoint

Microsoft Excel

English

French

Team work

INTERESTS

- o Learning foreign language

- o Researching the organizational behavior, and customer behavior
- o Reading English and French books
- o Travelling around the country
- o Build the promotion plan, advertising plan, PR plan
- o Held a event to advertise, PR, or launch a new product

- Achievements and skills gained:
- Interacted with a lot of foreign people
 - Understood more about how the way to cook a meal
 - Practiced the social skills

HUFLIT

MARCH 2016 - JULY 2016

Part-time: Teacher Assistant

Job description

- Set up the computer before the teacher comes
- Prepared the vocabulary, and write it on the board
- Answered the students' questions after learning
- Instructed the students to do their exercises, and homework
- Collected the homework, correct it, and sent it to teacher to check
- Sent the content of each unit, exercises, and grade to students
- Checked the absence after finishing

Achievements and skills gained:

- Improved my English Skill
- Learned about the organization of English class
- Be more confident, sociable, flexible and dynamic

HUFLIT

SEPTEMBER 2015 - MAY 2016

In the fourth-year

- Researched about the ethical theory and, applied it to Vinamilk Company
- Built the PR Strategy for Knorr Company
- Studied about the problem of Chinsu, then solving, and PR for it
- Surveyed and observed the pricing of goods in Tet holiday
- Set up the pricing strategy to open the FIT Restaurant in District 4
- Visited to the Acecook Company
- Learned about the distribution channel of Apple, and BigC
- Survey and wrote the research about The BigC's position through its marketing strategy in Ho Chi Minh City from 2013 to 2015
- Wrote about the Coca - Cola advertisement
- Built the brand, set up the small store "Girl Town" on Noel, and sell it (it includes products and services: braiding hair)
- Presented about the Knorr Company, Chinsu, Coca - Cola, and Big C

Achievements and skills gained:

- Understood the customers' behavior
- Had the pricing strategy and PR strategy clearly
- Learned about the organization of the company



ACTIVITIES

BACH CLUB

SEPTEMBER 2012 - APRIL 2014

Member of Bach Club

- Organized the sale off activities: dictionary, pen, note, English books and so on

- Shared how to hunt scholarships and US student's life experiences to all students who have received offers from US universities or in the other countries such as Japan, Korea, China, Canada, and French

ENGLISH CLUB

**SEPTEMBER 2012 -
JUNE 2013**

Member of English Club

- Publicized the information about the new activities on website
- Sold the tickets for students
- Came to each class to talk the program of English Club