



Nguyen Quynh Trang

CONTACT INFORMATION

📅 November 20th, 1995

👤 Female

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📍 793/16B, Tran Xuan Soan street, Tan Hung Ward, District 7, HCM city.

OBJECTIVE

Take advantages of all skills & experience and also the understanding of people to become a dedicated teacher and bring true value to teaching work. From that, I will contribute to develop not only myself but also your company.

SKILLS

Office

English

Logical thinking and creative

Teamwork

Public Speaking

INTERESTS

Travelling

Outside Activities

Music

Singing

EDUCATION

September 2013 - Present

Ton Duc Thang University

Major: International Business Administration

June 2014 - Present

Ton Duc Thang University

Major: English Teaching

CERTIFICATIONS

TOEIC Certificate with score 770

2015

MOS Certificate

2015

WORK EXPERIENCE

March 2014 - September 2015

CGV Cinema

Part-time Staff

Main responsibilities:

- Selling tickets and other additional services.
- Introducing, consulting products and answering customers' queries directly and indirectly.
- Making reports of sales and checking the working processes of other staffs.

Recognition and Gains:

- Best staff of the month
- Leading all the team and supporting supervisors

ACTIVITIES

September 2015 - Present

BY Group of TDT University

Leader of MC Team

- Organizing monthly, yearly events which helps students improve their English skills.
- Leading events, programs, games, english speaking day.

September 2015 - Present

English Zone of TDT University

Executive Board of EZ

- In charged of opening and operating an open place where students can freely speak English.
- Supporting students in developing English skills, especially Speaking and Listening.

June 2015 - Present

Music Club of IBA Major

Member

- Joining events, singing contests for IBA Major.

August 2016

Culture Exchange from Holland, USA, Singapore.

Member

- Exchanging information about Vietnam's culture for several groups of foreigners .

October 2016

Welcoming Students from Thailand.

Member

- Helping Thai students know more about Vietnam by giving presentation.

- Helping them learn Vietnamese.

PERSONALITY

Friendly

Humorous

Dynamic

Enthusiatic