



VO DAO ANH TU

TEACHING ASSISTANT

“To see the world, things dangerous to come to, to see behind the wall, draw closer, to find each other and to feel. That is the purpose of life”.

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PERSONAL SUMMARY

During the activities in University, I figured out that I am keen on standing in front of many people, motivate and influence others. With my confidence and self-discipline characteristic, teaching assistant seems to be fix as a result. In addition, I am looking for a new opportunity to make a real difference into the lives of young people by teaching them English. My main goal is to help other people who are struggling with their English abilities and encourage them to achieve goals with their full potential.

It is true that I am lack of experience in teaching field; however, by willing to learn new things and adapting quickly to any situations and circumstances, I hope that your organization could probably give me an opportunities to show my strengths.

EDUCATION & TRAINING

Ho Chi Minh University of Transport

Project management in Construction, Bachelor Degree, Cumulative grade: August. 2013 – June. 2017

- During studying time, I always got mark in practice and experiment subjects.

“THE AWAKE UP YOUR POWER PROGRAM” Certificate – Courses: 51; March. 2015 – July. 2015

- Based on the proven principles found by Dr. Stephen R. Covey’s best-selling book, The 7 Habits of Highly Effective People was teaching by Mr. Nguyen Huu Tri that help me gain many experiments, improved my communication skill, strengthened relationships, increased influence and focus on critical priorities.
- Breakthrough Power Corporation – The Soft-Skill Training.

EXPERIENCE

Popeyes Louisiana Kitchen, HCM

Staff

June. 2014 – October. 2014

- Experienced first part-time job.
- Repair and serve meals for customers.

Logistics Club of HCMC University of Transport (UTLOGS Club)

Member of Event Team;

Sep. 2015 – Present

- Working with other members to organize the scheduling of meetings, conferences and talk shows for around 40 – 150 participants: “Talk show Warehousing 20/12/2015”, “AEC and TPP: Opportunities and challenges for Vietnamese students of Logistics 20/03/2016”, “Building Career Path in Supply chain 26/06/2016”,...

Leader of Recruitment Competition “UTLOGS’S NEXT TOP GENERATION 2016 – 2017”; Sep. 2016

- Create and implement strategies for recruitment program.
- Organize 3 phases of competition:
 - First round: Interview
 - Second round: Team Building
 - Final Round: Debate and Presentation
- Working with more than 20 people to conduct smoothly the program.
- MC of the Final Round.

➤ Achievements:

- Attract more than 90 resumes apply to recruitment
- Recruit 9 potential members.

N KID CORPORATION

Recruitment Intern

April. 2017 – June. 2017

- Support recruitment team, such as: build and filter database, contact candidate, etc.
- Support recruitment events and company’s activities: interview days, birthday event for staffs, etc.

HONOR, AWARDS AND SOCIAL ACTIVITIES

Awards

- Semifinal at “English Marathon Public Speaking” Competition hold by HCMC University of Transport.
- Semester scholarship for high achievement students in university. January. 2016 – June. 2016

Certificates

- TOEIC – Total Scores: **835** 24/12/2015 – 24/12/2017
 - Listening: **460/495**
 - Reading: **375/495**

Social Activities

- Willing to donate blood every single years in University.
- Class’s vice-Monitor during 4 years in University.
- Organize Picnic 2 times for UTLOGS CLUB (in Bo Cap Vang and Ho Coc Beach) 2015

SKILLS & INTERESTS

Skills

- Administrative skills
- Organization and basic legal skills

Computer

- Office: Advanced

Soft Skills

- Ability to lead and motivate a project team.
- Employee engagement
- Critical Thinking
- Willing to learn
- Able to work under pressure
- Negotiation and Presentation

Language:

- English: Advanced

Interests:

- Traveling to more than 6 provinces in Viet Nam by motorbike with my friends.
- Reading leadership and business books.
- Singing and playing Guitar at intermediate level
- Football, Swimming, Basketball
- Teaching English
- Helping other people