



Binh Thanh District  
Ho Chi Minh city, Vietnam, 700000

0829422181

[nguyenthihongphan146@gmail.com](mailto:nguyenthihongphan146@gmail.com)

- Socializing
- Communicating
- Travelling
- Analytical thinking
- Cooking
- Dancing
- Singing
- Reading
- Writing

# NGUYEN THI HONG PHAN

## EXPERIENCE

**February 2021 - Present - Vietnam**

**Marketing Executive - Sirius World Agency**

Writing SEO website

Planning Marketing plans

Researching markets

Running Facebook Ads

**Virtual Media Marketing • Oigetit Fake News Filter**

**January 2021 - June - Vietnam**

Creating, editing and writing social media content for Instagram  
Researching new methods and applying algorithms to get more  
followers

Seeding and finding catchy contents and reels

**Teaching Assistant • Vinschool**

**July 2017 - June 2020 - Vietnam**

Communicating/translating with parents/homeroom  
teacher/student affairs/etc

Recapping the lessons/answers during studying time for the  
students, tutoring after school to help students prepare for  
Checkpoint exams

**English Teacher Intern • KJIT College**

**January 2017 - May 2017 - India**

Planning and executing Soft Skills and Language, designing  
Teaching methods, introducing cultural education-teaching about  
various cultures, developing leadership skills  
Setting strategies to increase the involvement of the students  
with the College's activities

**Marketing Volunteer • Daily Brew Coffee Company**

**June 2019 - August 2019 - Indonesia**

Introducing to customers about Daily Brew, doing a survey of the  
potential markets and investigating the menu, creating ways for  
selling targets: cooperate with apps, discount for students

## EDUCATION

**Sai Gon University, Ho Chi Minh, Vietnam**

**2012 - 2016**

- Learning Business and Tourism English
- Vietnamese Students' Association of the Class DAN1211
- Performer of musical events

Acknowledging about Vietnamese custom, people, landscapes, historical sites across all the provinces in Vietnam from Ha Noi to Ca Mau by 2 field trips

AIM Academy February 2020

Digital Platform Marketing: Knowing basic about websites, Digital Platforms and Channels, Media Planning, metrics and equations, YouTube and Facebook formats

## IPB University

**June 2019 - August 2019**

Learning Sustainable Development Tourism, Native Speakers

Start-up business, Millennial Entrepreneur, Social Entrepreneurship Workshops of AIESEC IPB in Bogor, Indonesia

## ACHIEVEMENTS

Surpassed the targets 4.8/6 in the Checkpoint exams which has 20/50 students get 6 in Maths

Successfully motivating students to study English in both colleges in KJ Campus, setting up workshops for students and colleagues

Was published on the daily news for the successful accomplishment in Gujarat newsletter

## SKILLS

Computer: Word, Excel, Google tools, Outlook, Zoom

Presentation: Excellent (Workshops, Talk shows)

Operating games: quiz, music dance, warm-up

Languages: Vietnamese (Native), English (~ IELTS 7.5)

Others: Making videos

Writing: Travel website (Language: English)

## REFERENCES

Cheryl Victoria Line- Cambridge English Teacher:

[v.cheryl@vinschool.edu.vn](mailto:v.cheryl@vinschool.edu.vn) Relationship: Corporate coworker