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### CAREER OBJECTIVE

- In short term, I desire to master all the knowledge in the logistics industry and become a professional salesman
- In the long-term, I would like to be a Regional sales Manager

### WORKING EXPERIENCE

6/2013

#### *Worked as internship import-export staff at Tan Long Joint stock company*

- Being trained about the fundamental knowledge of agricultural products import-export activities.
- Having chances to work with some foreign customers via email, phone.
- Learning how to use several office machines such as: Photocopier, scanner, Printer ...

7/2014-11/2015

#### *Working as Purchasing Officer for Samsung Electronics Vietnam:*

- Purchasing necessary tools and materials for manufacturing process, such as metal mask, JIG, gloves...
- Supporting Pro 3M activities
- Supporting recruitment affairs to interview operators

11/2015 – 2/2017

#### *Ocean Import Customer Services at Nippon Express Vietnam*

- Handling all tasks related to import commodities from oversea to Vietnam via maritime transport, such as submitting E-manifest on Vietnam National Single Window, receiving Customs Clearance Sheet from satellite office, handling troubles of goods in transportation progress...

<b>WORKING EXPERIENCE</b>		<ul style="list-style-type: none"> <li>• Arranging trucks and tractors to transport goods from Haiphong port to customer's warehouse</li> <li>• Consulting importing procedures for clients</li> <li>• Collecting all the invoices from carriers, co-loaders and the customs authorities for payment; preparing documents for payment</li> <li>• Preparing monthly reports to manager.</li> </ul>
	<i>3/2017-Now</i>	<p><b><i>District Sales Executive at Expeditors Ha Noi</i></b></p> <ul style="list-style-type: none"> <li>• Manage an assigned territory and demonstrate extensive knowledge of potential customers and competitors in this area</li> <li>• Timely data entry in our Customer Relationship Management tool</li> <li>• Orchestrate customer / branch relationships and collaborate with regional Product, Service, Geo, and Knowledge Management resources</li> <li>• Participate in the creation of value-added solutions for customer's logistics needs, including supporting diagrams and cost-benefit calculations</li> <li>• Support the transition of new accounts through customer introductions, information transfer, and securing any necessary customer paperwork. When needed, support AR (accounts receivable) collection.</li> <li>• Attend training &amp; development sessions to continue developing selling skills and updating Expeditors Product and Service knowledge</li> <li>• Involvement in local trade groups, as directed by the District Sales Manager</li> <li>• Take on additional assignments as required, supporting company needs</li> </ul>
<b>EXTRA-CURRICULAR ACTIVITIES</b>		<ul style="list-style-type: none"> <li>• Green Summer Campaign Foreign Trade University Youth Union</li> <li>• Worked as media supporter for program "<b><i>AdAsia Vietnam 2013</i></b>" held on 11<sup>th</sup> – 14<sup>th</sup> of November, 2013.</li> <li>• Worked as a physics private tutor for 3 years when I was in university</li> </ul>
<b>EDUCATION</b>		<ul style="list-style-type: none"> <li>• Major: International Trade, Foreign Trade University</li> <li>• Bachelor's Degree: <b>very good</b></li> <li>• GPA: <b>3.45/4</b> (= 8.16/10)</li> <li>• Awarded encouraging scholarships with excellent degree of one terms</li> <li>• Certificate of "<b><i>Building and Managing Ecommerce Website – Online Sales – 2013</i></b>" certified by Vietnam E-commerce Association.</li> </ul>

<b>SKILLS</b>	<ul style="list-style-type: none"> <li>• Fluent in both verbal and non-verbal English</li> <li>• Able to work effectively under high pressure</li> <li>• Good at individual and team-working</li> <li>• Proficiency in MS Office, Internet research, ...</li> <li>• Good at presentation and meeting customer.</li> </ul>
<b>CHARACTER</b>	<ul style="list-style-type: none"> <li>• Detail-oriented</li> <li>• Easy-going and sociable</li> <li>• Enthusiastic and reliable</li> <li>• Hard-working and self-improvement</li> <li>• Good at Math and Physics, Chemical.</li> </ul>