



HOANG NGOC MAI

SENIOR MARKETING

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REFERENCE

MR. KOEK CHIN TAT

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Engineering & Services Pte Ltd

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OBJECTIVE

I have graduated in University of Economics Ho Chi Minh City. At the moment, I am working in Singapore and before that, I have worked in Vietnam for 5 years. So with 6 years experience from marketer to marketing manager, I strongly believe I can be a great candidate for this position.

EXPERIENCE

ADMINISTRATOR

JUN 2016 - PRESENT

EXPRESS POINT ENGINEERING & SERVICES PTE LTD

- Attend engineering & safety course for company project
- Draft, edit and draw drawing use Autocad & Photoshop software
- Quantity surveyor, checking and inspection project
- Follow company's project and make the claim, make the quotation

MARKETING MANAGER

NOV 2013 - JAN 2016

YOUTH TWENTY FOUR CO LTD

- Make the main role in planning, developing online marketing and marketing campaigns
- Design, develop and write content for company's website, facebook fanpage, forum seeding, email marketing
- Post advertisement and host all company activities
- Manage and develop marketing department through supporting the major, consulting, guiding people
- Incorporate with other departments to working more effective

MARKETING OFFICER

AUG 2012 - OCT 2013

SILVER SEA JOINT STOCK COMPANY

- Build marketing strategy to develop company's brand in the South
- Host and attend events, exhibitions
- Contact and associate with mass media
- Open annual training course and train about company equipment with specialist from supplier countries
- Support to increase sales and customer service.

EDUCATION

BACHELOR OF STATISTICS BUSINESS

2008 - 2012

- University Of Economics Ho Chi Minh City
- Degree Classification: Credit

CERTIFICATE OF MODERN BANKING SPECIALIST

2011 - 2011

- University Of Economics Ho Chi Minh City
- Degree Classification: Excellent

SKILLS

- SEO and Google Analytics
- Social media strategy
- Online marketing
- Public relations
- Web content development
- Project management
- Wordpress
- Layout design, photo editing
- Corporate blogging
- Market research