Curriculum Vitae

**PERSONAL DETAILS**

Name : Huỳnh Tông Dương

Date of Birth : 10/06/2000

Gender : Male

Address : 418/30 Minh Phung St, Ward 09, Districts 11, Ho Chi Minh City

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**SUMMARY**

I'm an enthusiastic person who enjoys a good laugh and being social. Sometimes, I can get lost in my thoughts, but I'm always in the position of learning new things and asking plenty of questions relating to work. Currently, I'm exploring different job types to discover which suits me the most. I also enjoy connecting with others, exploring ideas, and engaging in interesting brainstorming sessions. Finding a career that allows me to utilize my social skills and bring laughter to others would be incredibly fulfilling. Additionally, I am open to stepping out of my comfort zone and trying new experiences to broaden my horizons and discover hidden talents within myself.

**ACADEMIC BACKGROUND AND CERTIFICATES**

2015 - 2018 **Nguyễn Hiền High School**

Graduated

2018 - 2020 **National Taiwan Normal University**

Bachelor’s degree in Chinese Language and Cultural Studies

2020 – estimated 2025 **Hoa Sen University**

Bachelor’s degree in English Language (Business and Corporate Communication)

2019 - 2021 **TOEIC certificate total score of 740**

**WORK EXPERIENCE**

09/2018 – 06/2019 **National Taiwan Normal University**

Teaching Assistant

# Main Responsibilities:

* + Tutoring weak students.
  + Supporting both teachers and students during the course.
  + Help the teacher's tasks.

07/2022 - 09/2022 **BND Media**

Content Creator (intern)

# Main Responsibilities:

* + Content writing.
  + Analyst brands.
  + Edit videos.

10/2022 - 02/2023 **GHE Media**

Account Marketing & Content Creator

# Main Responsibilities:

* + Coordinate the project.
  + Planning timeline for the project.
  + Monitor the result of the project each month.
  + Content writing
  + Keeps the customers up to date.

07/2023 - 11/2023 **POLY English Center**

Teaching Assistant

# Main Responsibilities:

* + Support the teacher in class.
  + Tutor and support the weak students after class.
  + Support the center’s holiday event each month.
  + Give feedback to the parents once a week.
  + Do some outside tasks if the center is in need.

**SKILLS AND KNOWLEDGE**

* Interpersonal skills.
* Good English skills in speaking, listening, reading, and writing.
* Good Chinese/ mandarin & Cantonese in verbal.
* Working well and able to adapt under pressure conditions.
* Great in many sports such as soccer, basketball, badminton, and swimming.
* Using well with all office software: Word, Excel, PowerPoint, docs, sheets, …