

Curriculum Vitae.

*** Personal informations:**

- First name / Surname: Dung Hoang Kim.
- Date of birth : 04/10/1990.
- Address : 29/105, Hong Ha Street, Ba Dinh district, Ha Noi City.
- Mobile : +84 904 699 898
- E-mail : dung.spvi22@gmail.com
- Gender : Female.
- Nationality : Vietnamese.

*** Work experience:**

From 2012 to present

- Name and address of employer: Haneta Vietnam, 22 Ho Giam St., Hanoi City
- Occupation or position held: Manager of Inbound Dept., Assitant of Spanish Dept.
- Main responsibilities: Translate from English document to Spanish
Tour operator

From January/ 2011 to February/ 2012

- Name and address of employer: Embassy of Argentine in Hanoi
- Occupation: Freelance interpreter.
- Main responsibility: Translate Vietnamese document to Spanish
Revise information of Vietnamese companies

From October to November 2011

- Name and address of employer: Aurora, 92 B Ly Nam De St., Ha Noi.
- Occupation or position held: Practical training.

From 2011 to present.

- Occupation: English tutor for 4th grade and 1th grade

*** Education and training:**

From 2008 to June 2012.

- Title of qualification awarded: Certificate of language and culture of Spain.
- Principal subjects/occupational skills covered:
 - Language: Spanish - Knowledge of culture of Spain and countries that use Spanish as their official language.
 - Language: Chinese - Second language.

*** Languages:**

- | | | |
|-------------------|----------------------------------|-----------------------------------|
| - English: | Speaking: Good
Reading: Good. | Writing: Good.
Listening: Good |
| - Spanish: | Speaking: Good
Reading: Good. | Writing: Good.
Listening: Good |
| - Chinese: | Speaking: Good
Reading: Good. | Writing: Good.
Listening: Good |

*** Others:**

- Computer skills and competences: Basic skills of Microsoft Office 2007
- Teamwork and individual work skills
- Adapt to new work environment.
- Artistic skills : Ability of drawing and painting.
Creative person.