



# CHATCHADA ONGYUTTHASAT

นางสาวฉัตรชญา อ่องยุทธรศาสตร์

## ABOUT

An active person with 'can do' attitude

## WORK EXPERIENCE

### EXECUTIVE ASSISTANT

A.N.T.S. Star Transit Co.,Ltd. | July 2018 - July 2020

- Assist the executive officer with translation : TH<->EN
- Generate e-mails and follow up the e-mail correspondence with liners.

### FREELANCE ENGLISH TUTOR

Via [www.BestKru.com](http://www.BestKru.com) | Aug 2015 - June 2017

- Taught English for young children aged 5-12 years.
- Taught English Conversation for working people.

## EDUCATION

### BACHELOR OF ARTS, MAJOR IN ENGLISH

Thammasat University | 2014 - 2018  
GPA 3.55

## LANGUAGE PROFICIENCY

THAI , ENGLISH

TOEIC SCORE : 945

## SOCIAL

FACEBOOK PAGE : หมอคน-หมอภาษา พาห้องโถง

## COMPUTER SKILLS

Microsoft Excel, Microsoft Word,  
Microsoft PowerPoint, MaciOs

## PERSONAL SKILLS

Creative spirit  
Reliable  
Fast learner  
Motivated

## ACTIVITIES:

TRAVEL, HIKE, SING, COOK

## CONTACT

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