



My Vo

I am a result-oriented and ambitious team leader, with both academic knowledge as well as hands-on experience in sales, leadership and project coordination. Experienced in working in a fast-paced environment and collaborating with people from a wide range of backgrounds. Read more on my website: www.myvo.se



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📍 Gothenburg, Sweden

🌐 www.myvo.se

🌐 [linkedin.com/in/millyvo](https://www.linkedin.com/in/millyvo)

SKILLS

- Account Management
- B2B Sales
- Business Development
- Project Planning and Coordination
- Team Leadership
- Business Strategy
- Negotiation
- Customer Service
- Customer Relationship Management

LANGUAGES

English

Full Professional Proficiency

Swedish

Basic Proficiency, SFI Kurs D

Vietnamese

Native Speaker

SOFTWARE

- Microsoft Office Suite
- Dynamics 365
- Salesforce
- SIMS
- Notion
- Canva

WORK EXPERIENCE

VietnamWorks - Navigos Group

Senior Business Consultant and Team Leader
2012 - 2013 and 2014 - 2020

- Consulting together with clients on effective use of VietnamWorks services and closing sales.
- Cooperating with other leaders and board of management to work towards company wide objectives.
- Responsible for compiling detailed reports to stakeholders on a regular basis.
- Building and coordinating a sales team, responsible for both the teams' as well individual members' performance.
- Leading my team towards achieving highest yearly revenue 2019 and winning the Best Team-award for 2018 and 2019.
- Winner of the Overseas Contest for Korea (2016) and Japan (2015).

Tâm An

Junior Business Developer
2011 - 2012

- First point of contact for incoming leads, handling requirements and quotation proposals.
- In charge of communication and coordination between marketing departments and ad providers.

Phát Tiến

Event Coordinator
2008 - 2010

- Responsible for organising and coordinating several types of events.
- Transforming an idea for the event into a concept, planning all the way through execution and delivery.
- Communicating with suppliers and customers.
- Follow-up after delivery to gather learnings and reporting back to stakeholders, both internally and externally.

EDUCATION

Western Sydney University, HCMC Campus

Master of Business Administration

Vietnam National University

Bachelor's degree, Polymer Chemistry Engineering

VOLUNTEERING

International School of Business, HCMC

Leading mock interviews with students, providing support and insight for how to improve their job application process. Guest speaker on "Master the workplace - LinkedIn for beginners" and "Career orientation for new bachelor students".

Suranaree University of Technology

English tutor for non-profit programme. Mentoring and teaching English to students attending a summer camp.