**RESUME**

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| --- | --- | --- | --- | --- | --- |
| **Name** | Chinese | **Final academic clique** |  | **Job objective** |  |
|  | **Work experience** **(Tenure)** |  | **Expected date of commencement** |  |
| English | **Expected job site** |  | **Expected period of graduation** |  |

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| **Date of birth** | . . . | **Social security number** |  | Photo |
| **Currentaddress** |  |
| **e-mail** |  |
| **Contact** | **☎ Mobile** |

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| --- | --- | --- | --- |
| **Education****(From high school)** | H.school | yr mth~ yr mth | Name/Major/Location |
| Colleague | yr mth~ yr mth | Name/ Major/Location | Minor/Double major |  |
| B.A | yr mth~ yr mth | Name/ Major/Location | Minor/Double major |  |
| M.A | yr mth~ yr mth | Name/ Major/Location | Minor/Double major |  |
| Ph.D | yr mth~ yr mth | Name/ Major/Location |
| Major |  | Thesis subject  |  |

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| Grade |  | **1st year** | **2nd year** | **3rd year** | **4th year** | **G.P.A** |  |  | **1st year** | **2nd year** | **Ph.D** | **G.P.A** **Graduate school** |
| **1st semester** |  |  |  |  |  |  | **1st semester** |  |  |  |  |
| **2nd semester** |  |  |  |  |  | **2nd semester** |  |  |  |

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| **Family details** | **Relation** | **Name** | **Date of birth** | **Final academic clique** | **Career/ position** | **Cohabitation situation(Y/N)** |
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| **Linguistic Certificate** | **Language** |  **Test Name** | **Date obtained** | **Score** | **Computer skills****(Linguistic and****Technical skills**  |  |
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| **Certificate of qualification**  | **Name of license and qualification** | **Level** | **Date obtained** |
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|  **Work experience** | **Company** | **Time Period(MM YY)/ Tenure(months)** | **Position** | **Responsibilities** | **Retirement reason** |
|  | **. ~ . /( )** |  |  |  |
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| **Previous employment** | **Company** | **Position** |  **Annual salary** | **Desired salary** | **Position desired** |
|  |  | **VND ( YY)** |  |  |

**Details of Career & Major**

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| --- | --- | --- | --- |
| **Name** |  | **Social security number** |  |
| **Final academic clique (Name/major)** |  | **Current job****(Position/Responsibility)** |  |
| **Work experience** | \* It is required to write the brief description and responsibilities in companies you worked in detail. |
| **Technical skills** |  |
| **Major** | \* |
| **Desired duty** |  |
| **Other comments** | \*  |

**DD MM YY**

Name (signature)

**Cover letter**

**Name**

|  |
| --- |
| ★ Background★ Personality and Special ability |

I hereby certify that the above information is all true.

**DD MM YY**

Name (signature)