



NAY AUNG WIN

ABOUT ME

Full-time real estate sales with 2 years of experience in office administration, real estate selling & leasing, customer support, data analysing, human resources and marketing. Good command of English & Burmese, eager to pursue unique career & to gain extraordinary experience and knowledge.

EDUCATION

- HIGH SCHOOL DIPLOMA
- MICROSOFT BASIC CERTIFICATE (KMD)
- ENGLISH 4 SKILLS - INTERMEDIATE DIPLOMA (SCBI)
- BUSINESS MANAGEMENT & ADMINISTRATION - UK DIPLOMA (STRATEGY FIRST)
- ATTENDING ENGLISH TEACHING (MAHACHULALONGKORN UNIVERSITY)

CONTACT

+66-805-632-765

Line ID - nayaung2003

nayaung30324@gmail.com

City Home Sukhumvit, Udom Suk BTS
Station Nearby, Bang Na, Bangkok.

BIRTHDAY - MAY 6, 2003

AGE - 21

NATIONALITY - MYANMAR (BURMA)

REGIONALITY - BUDDHISM

JOB EXPERIENCE

WELINK WIFI COMPANY

Data Entry & Customer Service, 2022 - 2023

- Inputting customers' data with precision.
- Double checking and making analysis of the datas.
- Answering phone calls and dealing with customers' complaints and also sometimes, doing sales and marketing process also.
- Had a chance to meet with different types of people and boost my customer service experience

COSMO HAVEN REAL ESTATE COMPANY

Sales & Leasing Executive, 2023 - 2024

- Doing marketing stuffs like content writing and posting on social media & websites to get new clients; property viewing, finding lists, negotiating, finalizing the leads to be done.
- Handling aftersales process & administrative jobs with proper time management.
- Had a chance to gain basic knowledge of how things work in real estate industry & communicate with loads of foreign customers.