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SKILLS

- HTML
- CSS
- Javascript
- Problem-solving
- Team collaboration
- Wordpress designer
- Multitasking
- UX/UI

LANGUAGES

- English
- Vietnamese
- Czech

HUONG GIANG LUONG

JUNIOR FRONT- END DEVELOPER

PROFESSIONAL EXPERIENCE

Skilled team player with background in IT environments. Works well independently to handle assignments and always ready to go beyond basics assignments. Quick learner with good computer abilities.

WORK EXPERIENCE

Junior Wordpress Developer - Freelancer

April 2022- Present

- Customising the appearance and functionality of WordPress sites using themes and plugins.
- Integrating WordPress with other platforms and services, such as e-commerce systems or social media networks

Office Manager | Sangu s.r.o

October 2021 - present

- Coordinated office workflow and monitored task completion to evaluate quality and performance.
- Managed master office calendar and coordinated appointments, meetings and travel dates.

Office Manager's Assistant | Sangu s.r.o

August 2019 - September 2021

- Provided exceptional service, welcoming guests, managing mail and working with management to address challenges.
- Answered telephone calls, took messages and distributed messages to appropriate personnel.

EDUCATION

Hanoi University of Business and Technology, Vietnam

Bachelor of Science in Accountancy

Czech University of Life and Sciences , Prague, Czech Republic

Economics and Management