

	<b>Gabi Kim (ThermoVille)</b>			
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## Education

- July. 2011. **Ajou University, Suwon, Gyeonggi-do**  
B.A. in Department of Political Science and International Commercial Relations

### Courses taken included:

Organizational Decision Making      Personnel Planning and Selection  
Quality Assurance    Compensation and Performance Appraisal

## Honors and Awards

- October. 2009. Win a participation prize in a National of International Studies paper competition
- August. 2010. Win a participation prize in The National Second speaker's 2nd Discussion Conference
- August. 2011. School of Social Sciences Scholarship (4-1 semesters)

## Activities & Experiences

- July. 2008. A liaison Cultural Tours, Between Ajou University - University of Pajajaran, Indonesia
- February. 2009. Hong Kong Cultural Experience in Department of International Studies (Winter)
- July. 2009. Field Study abroad – Japan
- Assurance Internship**, November, 2011 to August, 2012  
Department of Ecology and Climate Change, National Academy of Agricultural Science, RDA
  - ✓ Responsible for documenting standard workflow within offices.
  - ✓ Involved in developing specifications for standard system configuration for Carbon data collection.
  - ✓ Translated and Reported about International Carbon Market policy and Chicago Climate Exchange Manual
- Volunteer Teacher**, Jun, 2012 to Apr, 2012  
Main Lecturer in Department of Teaching Korean to Foreigner (Volunteer activities)
  - ✓ Management to sub volunteer teachers and foreign students.
  - ✓ Prepared Lectures and meetings.
  - ✓ Made lecture textbooks and teaching plans in Korean and English.

- **Full-time employee**, Aug, 2013 to Apr, 2014  
Dtech Co., Ltd.(Trade Business) Assistance Manager
  - ✓ Coordinate with Vietnam, Singapore, Philippine company.
  - ✓ Purchase a material from abroad
  - ✓ Administrate ERP(Enterprise Resource Planning) for oversea trade department
  - ✓ Domestic Support by an abroad analysis and translation
  - ✓ Remittance management for overseas businesses
- **Full-time employee**, Apr, 2014 to Oct, 2014  
Mijungfortheplanet.(Trade Business) Assistance Manager
  - ✓ Coordinate with UK, USA, Canada, Denmark, etc company.
  - ✓ Purchase a material from abroad
  - ✓ Administrate ERP(Enterprise Resource Planning) for oversea trade department
  - ✓ Domestic Support by an abroad analysis and translation
  - ✓ Remittance management for overseas businesses
  - ✓ Mediation between Mijung Chemical(factory) and Mijungfortheplanet.
  - ✓ Administration FTA processing of company
- **Full-time employee**, Nov, 2014 to until now  
DSV CO., LTD. (International Business Division) Area Manager
  - ✓ Communicate with Africa, South East Asia, and Middle East Asia companies.
  - ✓ Purchase a material from abroad
  - ✓ Administrate ERP(Enterprise Resource Planning) for oversea trade department
  - ✓ Domestic Support by an abroad analysis and translation
  - ✓ Remittance management for overseas businesses
  - ✓ Documentation for each special Tender and managing Apostille document in each different countries languages.
  - ✓ Planing and managing to exhibit in international exhibition (Intersec 2015, Dubai)
  - ✓ Entertaining for international buyer (Senior Management of Government).
  - ✓ Designing company and product brochure and catalogue in Korean and English.
  - ✓ Conducting export and import business.

## Completed Subjects related to Science

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- 2011. Connection Research between Congress Gyeonggi-do and Ajou University 'A study about low fertility, aging Study on countermeasures of Local government by the majority industrialized countries' case study'
- 2011. Lottery Committee, Ministry of Strategy and Finance: 'Lottery funding for business support streamlining Review: Focused on a searching Lottery Fund Landmarks Business'

## Literacy

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- January,2010. Complete the Intensive English School (Winter)
- General/Business has spoken and written English
- Complete the course of FTA C/O management

## Computer Experience

- Analyzing Statics Package SPAW(SPSS)
- Analyzing AMOS
- Microsoft Word, Power Point, and Excel(OA)
- Managing ERP system
- Microsoft Outlook for Networking