

CONTACT

ADDRESS

Bangkok, Thailand

PHONE

+66 89-605-2497

EMAIL

swss.cu55@gmail.com

SKILLS

Service-minded



Responsible



Punctual



Teamwork



Reliable



Microsoft Office



Flexible



People Management



SIWA SAISUNG



EDUCATION

2012 - 2016

BACHELOR OF ARTS: Major in English, Minor in Psychology
Chulalongkorn University, Bangkok

2008 - 2012

HIGH SCHOOL DIPLOMA
Trattrakarnkhun School, Trat

2009 - 2010

STUDY ABROAD PROGRAM: Studied for 1 full academic year
La Quinta High School, California, U.S.A.

LANGUAGES



THAI
Native



ENGLISH
Fluent
TOEIC: 955

EXPERIENCE

2018 - Present

STUDENT AIR TRAFFIC CONTROLLER

Aeronautical Radio of Thailand | Bangkok, Thailand

- Prepare data and flight plans for air traffic controllers.
- Prepare additional information relating to TopSky Tower and TopSky ATC System.
- Coordinate with other units at Suvarnabhumi International Airport such as Suvarnabhumi Fire Station, AOT (Airports of Thailand PLC.), Suvarnabhumi Police Station, and AOT Clinic.
- Check all of the equipment on the control tower and report if any item needs to be fixed or replaced.

2016 - 2018

PROGRAM COORDINATOR

Overseas Ed. Group | Bangkok, Thailand

- Communicated between Thai schools and foreign teachers regarding legal documents, such as visa letters and work permits.
- Planned logistics of a one-week orientation for foreign teachers twice a year.
- Available on-call for schools and participants throughout the work day and after hours.
- Managed a team of orientation leaders during orientation week.

2014 - 2016

RESIDENCE COMMITTEE MEMBER

Chulalongkorn University | Bangkok, Thailand

- Worked with other students on the committee in solving dormitory-related problems.
- Created activities to help students build communities and enjoy their time at school.

2014

SALES ASSISTANT

Sunshine Paradise Gift Shop | Virginia, U.S.A.

- Participated in the Summer Work and Travel Program and worked as a sales assistant at the Sunshine Paradise Gift Shop in Virginia Beach, USA.
- Traveled through the United States and gained new perspectives, attitudes and experiences.
- Used English to communicate with customers and co-workers.