

TRAINER PROFILE

KIEU THI KIM HOAN

PERSONAL DETAILS



Gender: Female
Nationality: Vietnamese
Language: Vietnamese, English

QUALIFICATIONS

2010	Train the Trainer (<i>Organized by APM Thailand</i>)
2008	Facilitation & Training Strategies (<i>Organized by Crestcom International Ltd - Malaysia</i>)
2007	Train the Trainer (<i>Organized by Apollo</i>)
2005	Train The Trainer (<i>Organized by Business Edge</i>) Position Evaluation (<i>Organized by Sparton Corporation - US</i>)
2004	Orientation (<i>Organized by Sparton Corporation - US</i>)
2003	Team Building Workshop (<i>Organized by AIA HO training</i>) Conflict Management (<i>AIA In-house training course</i>)
2002	Performance Appraisal (<i>AIA In-house training course</i>)
2001	Dynamic Communications (<i>AIA In-house training course</i>) Manage meeting & seminar (<i>AIA In-house training course</i>)
2000	Be an effective supervisor (<i>AIA In-house training course</i>)
1999	Orientation (<i>Organized by AIA HO - HongKong</i>) Vietnamese Labour Law & Human Resources Management (<i>Ho Chi Minh City Labour Department</i>)
1997	HR Practical Training - Deutsche Bank AG – Jakarta Branch (Indonesia) Conflict Management (<i>Deutsche Bank Training Centre - Singapore</i>)
1996	People Management (<i>Deutsche Bank Training Centre</i>) Negotiation Skills (<i>Deutsche Bank In-branch seminar</i>)
1995	Payroll System Workshop (<i>Deustche Software India</i>)
1986 - 1989	Foreign Languages Centre - Ho Chi Minh City - <i>Advanced Level In English Language</i>
1979 - 1983	Education University of Ho Chi Minh City - <i>Ba Degree In French Language</i>

PROFESSIONAL EXPERIENCE

- VAPT - Professional Trainer
- FV Hospital – HR Director (2010 – 2014)
- Spartronics – HR Manager (2004 – 2007)
- AIA – HR Manager (1999 – 2004)
- Delta Juice – HR Director (1998 – 1999)
- Deutsche Bank – Head of Personnel Department (1995 – 1997)

TRAINING EXPERIENCE

TOPICS	CLIENTS
People Management	<ul style="list-style-type: none"> - Mekong Hospital - Children Hospital 2 - Eye Hospital - The Cliff Resort - FV Hospital - Petro Vietnam Institute - States Bank Vietnam - PV Drilling - Nnice Karaoke - Dai-ichi Life - MobilePhone - VinaPhone - Vimedimex - TIAGS - VP Bank - Hoan My hospital - Thai Tuan Corporation
HR for non-HR Managers	<ul style="list-style-type: none"> - Saigon Tourist - Sacombank - Mekong Hospital - Children Hospital 2 - ACB - VICEM - Sonion - Isuzu - Bao Minh - Son Kim Group

HR Management Overview	- CJ group
Presentation Skills	- Mead-Johnson - Petro Vietnam
Train the Trainer	- Thaco Truong Hai - Bao Viet
Conflict Management	- Samsung Vina
Supervisory Skills for Middle Managers	- VIFON - Spratronics
Performance Appraisal (how to set Objective & KPI)	- Mai Linh Group - Chang Shin Factory - Vimedimex - Dai-Ichi Life - Sasco - DIAGS
Performance Appraisal	- Mai Linh Express
Interviewing Skills	- ISUZU - FPT - Moc Bai Vietnam - BAT - Military Bank - VP Bank
Leadership	- States Bank Vietnam - Dong A Bank - Gameloft - VIFON
Training & Development	- Petro Vietnam
Motivation	- Petro Vietnam - Nnice Karaoke - The Cliff Resort
Planning & Time Management	- Phu My Fertilise - Prudential - Sakura Co.
Customer Service	- Cao Van Chi Hospital - Ca Na Entertainment & Events Centre - Sunrise Hotel
Office Skills	- Petro Vietnam

	- Pops Media
Building relationship	- Petro VN - Pops Media
Team Building	- S-Travel - Sonion - FV Hospital

CONSULTING EXPERIENCE

PROJECTS	CLIENTS
Build Grading system & salary scheme	Vimedimex, Hoan My Medical Corporation, McWay Co., Sakura, Vietmental Power, Enertech
Recruit key positions	Bunge Company
Develop Incentive Scheme for sales staff	Sotrans Company
Develop Performance Appraisal policy	Vimedimex
Change concept of Managers	The Cliff Resort
HR advisor to Chairman	Thai Tuan Corporation