

Mr Nirun Yindeeamornchai (Sam)

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PROFESSIONAL PROFILE

I am a dedicated individual who has a great deal of ambition to learn, I'm always up for an engaging work challenge and get along well with others while also working efficiently on my own. I am seeking a position where I can develop and excel while giving my best to an employer.

LANGUAGE PROFICIENCY

English: Excellent

Thai: Fair

Work Values

*Confidentiality, Independence, Orienting Employees,
Concise Written Communication, Teamwork, Team Player,
Organization, Scheduling*

EDUCATION

Harvard University

Computer Science for Business Professionals (Online)

2022

Certified Computer Science for Business Professionals

SEO & SEM Online Course

2010

Certified SEO Specialist (professional Web marketing + Professional training SEO course)

Christian Light Education (CLE) Pennsylvania, USA

2004

Senior High School Academic Diploma (USA Correspondence Course)

Christian Light Education (CLE) Pennsylvania, USA

2000

Junior High School Diploma (Correspondence course)

Skills and Qualifications

TESL / Oral and Written Translations (Thai-English)

Computer troubleshooting, repair and maintenance

Hardware installation and driver installation

LAN/WAN network & security antivirus/firewall setup

Proficient in the use of Wordpress, Joomla, Creloaded, Oscommerce, Zoovy, Ebay and B2B networks such as Alibaba and Tradekey, Microsoft Office, Blender, Photoshop, Python, Data Analytics, Financial Consultant, Process Flow Engineer and Project Architect.

Bangkok City Real Estate (Asia Property Connect Co., Ltd.)

2013-2020

Real Estate Realtor, Website / Online Marketing Manager and Website Manager

- Provide guidance and assist sellers and buyers in marketing and purchasing property for the right price under the best terms.
- Assist buyer clients in calculating their financial data in order to propose recommended solutions to suite their purchasing power.
- Intermediate negotiation processes and consult with clients on market conditions, prices, legal document requirements and related matters.
- Perform comparative market analysis to calculate the real estate property valuation.
- Advertise and market the client's real estate property to potential buyers.
- Prepare necessary paperwork (contracts, agreements, standard leases, long term leases, title deeds, closing statements, MOU's, LOI's, and NDA's)
- Managed updating listings details and prices of property listings.
- *Market Research Sourcing for new projects and properties to represent as Real Estate Agency.*

Bangkok City Properties Co., Ltd.

2013-2020

Real Estate Realtor, Website / Online Marketing Manager and Website Manager

Provide guidance and assist sellers and buyers in marketing and purchasing property for the right price under the best terms.

Assist buyer clients in calculating their financial data in order to propose recommended solutions to match their purchasing power.

Intermediate negotiation processes and consult with clients on market conditions, prices, legal document requirements and related matters.

Perform comparative market analysis to calculate the real estate property valuation.

Advertise and market the client's real estate property to potential buyers.

Prepare necessary paperwork (contracts, agreements, standard leases, long term leases, title deeds, closing statements, MOU's, LOI's, and NDA's)

Maintain and update listings of available properties.

Market Research Sourcing for new projects and properties to represent as Real Estate Agency.

INORI Co., Ltd.

2010-2011

Website and Online Marketing Manager

- Online digital marketing, brand awareness, social media, maintained company website *product inventory and uploaded new products to website, Search Engine Optimization (SEO)*

E.L.F Co., Ltd.

2010

Online Marketing and Search Engine Optimization (SEO)

Promote company website using proven marketing methods.

Company URL Directory submit to boost page rank.

Optimized relevant inbound link building for the Company website.

Social media and bookmarking using keyword niche page optimization.

Managed article submit for brand awareness.

YZ Company Inc. (dba - The Thai Link Co., Ltd.)

2009-2010

Website Administrator, SEO/SEM Administrator, Product Sourcing Research

An administrator for multiple e-commerce with syndication to Ebay, Amazon, Google Shopping etc.

Company Product Purchasing Sourcing Research.

Search Engine Optimization (SEO) Administration.

Upload new products to website via database import.

Search Engine Marketing (SEM) Administration.

Uploaded and updated product listing media to website servers via FTP software.

Mainly Silver Design Co., Ltd.

2009

Human Resources (HR) Assistant

Provision of administrative support to all programs and services that relate to the company's human resources department.

- *Payroll*
- *Employee Security Access Card And digital Database Administrator*
- *Managed Employee Transportation Scheduling*

Smart Center Chonburi

2008 - 2009

TESL Instructor, planned and implemented curriculum.

TESL Instructor

2005 – 2008

TESL Instructor at on-site locations