



# KRITTAYA LAORLAO

"I am looking for a job in the loan field. I'm willing to open an opportunity for myself to learn new things and develop myself."

## Personal information

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## Skills

- As 400
- Microsoft office
- Canva, Photoroom
- Good coordination
- Teamwork and able to work with others

## Languages

English : Medium.  
Thai: Excellence.

## Interest

- Power Automate
- JavaScript
- Python
- SQL

## Work experience

### 2018–2024 Ngern Tid Lor Public Company Limited Head Office

- 2020–2024 Loan Support Officer

Assist and support outsourced staff with duties of following up on customers, filling customer information, checking customer information in the As400 system to be correct according to customer documents, checking the accuracy of the customer's PDPA, NCB.

- 2018–2020 Payment Operation Officer, Payment Operation Department

Transfer money in the system, floating transfer and Bank. Response for checking the money transfer channel, account number and bank of the customer before transferring money.

### 2017–2018 Agricultural Research Development Agency

- Quality Management Support Officer

Oversees the writing of the office's operating manual to certify the quality management system according to the standard (ISO 9001:2015).

### 2014–2016 ISME Cosmetic Company

- Marketing Communication Officer

Response in the company's marketing, organize events to show products and introduce products to customers and be a person in charge of Facebook Page.

## Educational background

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| 2010–2014 | Dhurakij Pundit University<br>Department of Marketing Communication,<br>Faculty of Communication Arts. |
| 2003–2008 | Benchama Maharat School Department of<br>Science and Mathematics                                       |