



# Iris Khongsook

📍 Bangkok, Thailand

## Junior Software Developer

I am an English-language talent with long working experience in educational and administrative support fields who has decided to steer my career path towards the tech industry. With past experience in scrum and agile working fashion where I got to develop a curriculum and take part in building an application, this equipped me with useful basics to function as a Software Tester or a Software Developer. Achieving horizontal career growth moving to various roles in the tech industry is my key to success validation and contribute a high performance to workforce.

## EXPERIENCE

2019 - 2022 **Investor Relations Administrative Officer**  
Thai Life Insurance PCL (Bangkok, Thailand)

As Thai Life Insurance was undergoing the IPO process, I was transferred to Investor Relations along with the rest of my team. I also came to work closely with all the C-Level executives during the huge transition of the company.

- Taking part in developing Investor Relations website: doing research on the awarded IR's sites and giving ideas to develop the IR website
- Participating in important meetings with FAs and related vendors or parties to prepare for and set up Early-Look Meetings, Cornerstone Meetings and Analyst Presentation Meetings

2016 - 2017 **Sales Support Administrator**  
ExxonMobil Thailand (Bangkok, Thailand)

As a member of Sales Support Team, I was assigned to provide back-office support to different sales regions such as China, Singapore, Indonesia, Japan, and Australia, overseeing different types finished lubes products, as well as:

- Implementing account setup and pricing on CRM
- Emailing prices, GT & C and other important notices to responsible customers
- Generating reports to other related business units

2014 - 2015 **Project Facilitator**  
LearnBalance Group (Bangkok, Thailand)

My Echo Project (an English learning application, sponsored by 'Foundation of Virtuous Youth' and by the government in 2016):

- Implemented content on My Echo application
- Quality controlled the content on My Echo application
- Tracked controlled-group users of My Echo application on learning improvement and feedback
- Coordinated with CMU's Language Center point of contact to run the project using agile methodology

## VOLUNTEERING EXPERIENCE

November 2012 **Usher**  
Thailand Association of the Blind (Bangkok, Thailand)

I ushered the blind people who attended the 'WBU - ICEVI 2012 Assembly' to conference rooms and to the transportation.

## ACHIEVEMENTS

- TLI's Investor Relations Website
- My Echo Project

## CONTACT INFORMATION

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## EDUCATION

**Junior Software Developer**  
Generation Thailand  
June - August 2022

**B. A. in English**  
(Second-Class Honors)  
**Kasetsart University**  
June 2010 - March 2014

## SKILLS

### Technical Skills:

- HTML, CSS, Bootstrap, JavaScript, ReactJS, NodeJS, Express, Web API, SQL, PostgreSQL, MongoDB, Git and GitHub
- Translation TH <> EN

### Soft Skills:

- Communication, Interpersonal Skills and Cross-Function Coordination
- Growth Mindset, Persistence and Future Orientation, Orientation to Details and Teamwork

### Languages:

- English: Advanced (TOEIC: 910/990)