






# ORAWAN NOOBOON

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 12 Sriwarun House, Soi  
Inthamara 39, Intersection 2, Din  
Daeng Subdistrict, Din Daeng  
District, Bangkok 10400

## PERSONAL DETAILS

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Birth date: September 3, 1997

Age: 26 years

Religion: Buddhism

Nationality: Thai

Marital status: Single

## SKILLS AND ABILITIES

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### Language skills

- English: Fair
- Thai: Excellent

### Computer skills

- Microsoft Word
- Microsoft PowerPoint
- Microsoft Excel

## CAREER OBJECTIVE

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Committed to work and would like to utilize my experience to be part of the development of the organization for maximum efficiency, while having to develop myself to progress together.

## EDUCATION

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### Bachelor's degree

Faculty of Political Science, Major in Public Administration,  
Ramkhamhaeng University

## WORK EXPERIENCE

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### Sinmungkong Insurance Public Company Limited, Head Office

Period of Work: 30 September 2019 - 15 December 2023

Auto Claims Agency

Position: Claims Service

Koh Samui Sub-Branch Agency

Position: Set up and control the branch's secretariat work.

## QUALIFICATION

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- Able to solve immediate problems well.
- Able to work under pressure.
- Able to learn work quickly.
- Always ready to learn new things.
- Enthusiastic and responsible.
- Honesty, diligent and patient.
- Have a good relationship with others.
- Accept the opinions of others.
- Able to work as a team.