



NOMIN PUREVDORJ

Teaching Assistance

+808 4809965

pnomin@go.byuh.edu

LinkedIn



EXPERTISE

Customer Service

Communication

Graphic Design

Microsoft office

Marketing

LANGUAGE

English

Mongolian

ENDORSEMENT

Misty Keanu

Director of Polynesian Cultural Center Dining
8087825965

Alisi Stone

Administrative Assistance in Religion
Department
8084041123

EDUCATION

Bachelors in Business Management and Graphic Design
Minor in Psychology

Brigham Young University Hawaii

2022-2026

WORK EXPERIENCE

Aug 2023- Present
Brigham Young University Hawaii
Teaching Assistance

- Assisted to 3 professors in total of 5 classes insisted with +200 student
- Graded daily assignment, quiz, homework over 200 students
- Assisted professors with teaching materials

Aug 2022- Aug 2023
Polynesian Cultural center Ali Luau
Server

- Shared Aloha spirit by helping others and working as a team
- Exceeded customer satisfaction to 83%
- Great customer service skills and dining service
- Solved issue related to customer service.

2021-2022
Mongolian Construction Project Management gr
Office Manager

- Organized all types of documents
- Experienced with human resource
- Worked as a team and being responsible for all actions

VOLUNTEER

Brigham Young University Hawaii

Former Activity Vice President in Mongolian Club

The Church of Jesus Christ of Latter-Day Saints
Volunteer in nine provinces in Mongolia