Abstract

For my Cooperative Education Program I chose to practice at Alibaba Group. Alibaba Group was established in 1999 by 18 people led by Jack Ma, a former English teacher from Hangzhou, China. From the outset, the company's founders shared a belief that the Internet would level the playing field by enabling small enterprises to leverage innovation and technology to grow and compete more effectively in the domestic and global economies. Today the company and its related companies operate leading wholesale and retail online marketplaces as well as businesses in cloud computing, digital media and entertainment, innovation initiatives and others.

I practiced as an executive assistant. I worked directly to Mr. Brian Wong, a vice president. I had to support and take care of him wherever he went to work. For example, made a cup of coffee, prepared some documents for his meeting, and booked the flight and hotel for him. Moreover, I had opportunity to observe activities abroad. I thought my job was challenging. I worked under pressure with my boss and a lot of important documents. I did all of them carefully, rechecked it all before sent to big boss.

Due to most of them are Chinese, they always speak together in Chinese. It made me didn't understand what they said. They talked to me in English but I thought their accent was difficult to understand. I asked them to repeat and tried to catch the key words. Sometime, I used translation application when we made a communication.

I learned and got many things from this practicum. I knew more about international organization management, how to work with foreign colleagues who have different cultures, how to solve the problem, and how to work professionally. It was a good opportunity for me to do the things which I had never done before.

SPU CHONBURI