

# MiTek<sup>®</sup> NEWSLETTER

MiTek Services (previously Platinum Global) was established in 2007 and has over 2,000 engineers and professional staff in Ho Chi Minh City. Part of the worldwide MiTek organisation, we collaborate across the building industry to enable and accelerate transformational breakthroughs in design and construction, both on-site and off-site.

MiTek - ISSUE 06.2021

## GET TESTED! COVID-19

... Page 8

- Online Childhood Photo Challenge 2021... Pages 4 - 5
- MiTek people ... Pages 6 - 7
- What? When? Where? ... Pages 9 - 11
- LD&P ... Pages 12 - 13
- Upcoming events ... Page 14

# 1<sup>st</sup> June

... Pages 2 - 3

## HAPPY CHILDREN'S DAY





**To support International Children's Day, MiTek representatives gave gifts to children as a celebration of this special occasion.**

**We wish good health, and happiness for all the children of the MiTek family and the world.**



• Office 1 - 2<sup>nd</sup> floor



• Office 1 - 3<sup>rd</sup> floor



• Office 1 - 4<sup>th</sup> floor



• Office 1 - 5<sup>th</sup> floor



• Office 3



• Office 4

# Childhood Photo

MiTek Social Club

**Trần Đăng Vy**  
1799 - 71232  
Commercial

Hi



MiTek Social Club

**Huỳnh Quang Khanh**  
2715 - 710552  
Kejar Structures

Hi

**Tô Minh Thuận**  
3366  
Training

Hi

MiTek Social Club

> **Nguyễn Tiến Đạt**  
2726 - 716600  
Kurmond Homes  
 > **Trần Văn Kỳ**  
2944 - 717249  
Kurmond Homes  
 > **Nguyễn Huỳnh Gia Kiệt**  
1062 - 708192  
Fairhaven Homes  
 > **Trịnh Quang Nhà**  
2558 - 715988  
Fairhaven Homes  
 > **Phạm Nguyễn Hoàng Dũng**  
2553 - 715983  
Fairhaven Homes



MiTek Social Club

**Lê Lê Như Quỳnh**  
2251 - 714942  
Pecker & Alexander

Hi

MiTek Social Club

**Lê Vương Phương Trâm**  
3351  
Training

Hi

**Lê Thị Hồng Khuyên**  
1178 - 710848  
Fox - 200 Estimator  
Midwest

Hi

MiTek Social Club

**Trần Thị Thùy Tiên**  
1010 - 708153  
Trussway

MiTek Social Club

**Lâm Ngọc Anh Đào**  
518 - 707772  
Technical Admin

MiTek Social Club

**Lê Thế Năng**  
2033 - 713660  
Technical Admin



# 2021

Online Childhood Photo Challenge 2021" was a fun event for staff to celebrate International Children's Day.

Each participant had 2 photos: 1 photo when they were a child, and 1 current photo imitating the "child photograph pose".

Please enjoy some wonderful images and how much we have changed over the years and vote for your favorite.

# MITEK PEOPLE

Hi everyone, My name is Vu. I was born and raised in Dalat city, which is the city of thousand flowers. Some may think I am a bit of a dreamer, but I am really a practical person.



• Vũ Nguyễn (635) - Metricon Homes

• Going hiking with team



I have worked at MiTek for over 5 years in The Residential Home builder division. MiTek was the second company I joined after I graduated. My first impression was that this was a serious work atmosphere, but everyone was very friendly between colleagues and between different teams and this made me feel comfortable and like I was joining a big family.

During the on-boarding process, I had the opportunity to attend training courses which the company celebrated, and I learned helpful knowledge that impacts my work and also my life in general.

So let me tell you about my team – Metricon Homes. The Metricon team feels like my second family. We always work and play together. We have shared experience and make memories together and I have learned key soft skills and social skills from them.



• Having dinner together

Finally, I want to share my thoughts : life is like a staircase, with water at the base that is rising gradually in level. If we don't go ahead and climb the stair but stay in the one place we will be drowned by the water and eliminated. So we always need to look forward and climb to improve ourselves. "Don't be scare to try new things". Try and adapt to new experiences.



• Training with Phillip Strangio in Vietnam office in 2018

# COVID Testing on 2<sup>nd</sup> June

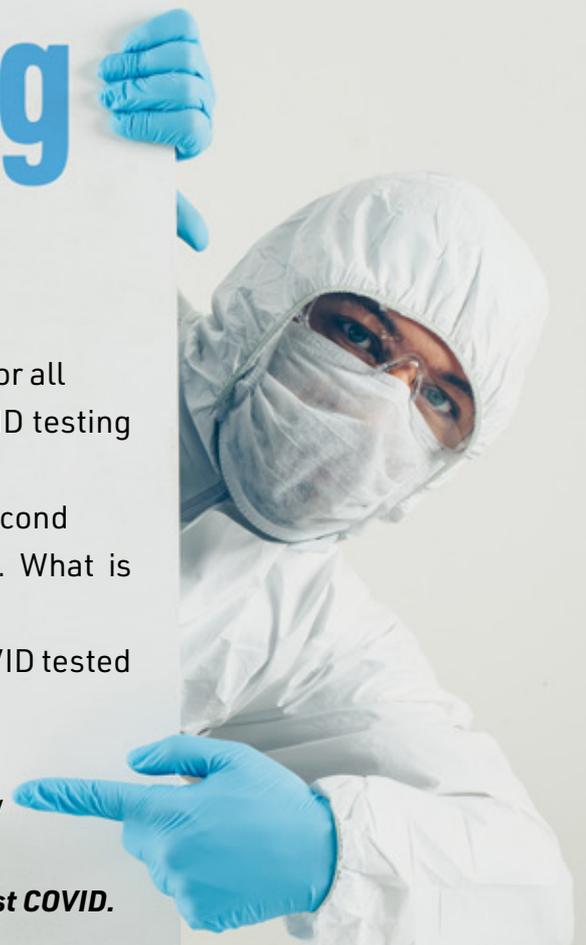
To everyone in our MiTek Vietnam family, thank you so much for all your amazing efforts in supporting the Vietnam + HCMC COVID testing on 2<sup>nd</sup> June.

As you know, many countries around the world are fighting second and third waves of COVID cases - Vietnam is no different. What is different is your actions to fight it....

Your support and participation in all getting all of our staff COVID tested is very much appreciated. Thank you very much.

Remember: "A leader is one who knows the way, goes the way and shows the way. You don't need a role title to be a leader."

- **Thank you for all being leaders and supporting our fight against COVID.**



## TIME TO VACCINATE

### STOP COVID-19

Over 500 staff were vaccinated on Monday 21<sup>st</sup>, June in Office 01. Vaccination is the best way we can all contribute to overcome this virus and protect our lifestyle so we can get back to working together face to face.

- **Thank you to our staff for being vaccinated**



# WHAT - WHEN - WHERE

## MITEK RECRUITMENT

### CELEBRATION LUNCH TO RECOGNISE 2000 STAFF



Join in to congratulate MiTek Vietnam on reaching 2000 employees. MiTek Vietnam Trade Union was very pleased to contribute a part to this lunch, sponsoring a soft drink for everyone.

Join in the congratulations on this significant achievement and our number of employees will continue to increase in the future as the business grows.



## MITEK LIBRARY

Congratulations on  
02 lucky members  
**THE 1000<sup>TH</sup> &  
1100<sup>TH</sup> BOOK  
BORROWERS**  
from MiTek Library!



- 1000<sup>th</sup> **Nguyen Quoc Tuan (code 1153)** receives 1,000,000 VND.
- 1100<sup>th</sup> **Vo Anh Tuan (code 0018)** receives 500,000 VND.

Start borrowing books from the MiTek Library to become one of the next winners. You maybe the 1200<sup>th</sup>, 1300<sup>th</sup>, 1400<sup>th</sup> or 1500<sup>th</sup> book borrower.

# APLACE

BY GLENVILL

## THANK YOU FOR THE GIFTS

# Thank you

Thank you for our delicious lunch!

## THE 3<sup>RD</sup> BIRTHDAY OF VITAA KITCHEN



Kitchen at office1



Kitchen at office 3 & 4



**BUYING** sweet potatoes  
to **SUPPORT FARMERS** during COVID pandemic

**MiTek**<sup>®</sup>

## NEXT GENERATION



# MITEK OFFICE 2 UPDATE NEWS

**Our new Office 2 project is an exciting development which provides state-of-the-art working and social environment for all of our MiTek Vietnam staff which enhances our ability to serve our customers better and deliver great social areas for everyone.**

Located next to our existing Office 1, the project continues to progress on target. When completed in Quarter 3 2022, it will accommodate up to 1,600 staff (45% bigger than our existing Office 1) – and together, the two offices will provide high-quality, professional office space for 2,700 MiTek Vietnam staff.

Since our last report in April, we have completed our external security fencing and commenced all of our pre-building underground testing.



In addition, over the past two months, we have refined and fine-tuned our overall building requirements and individual floor layouts to ensure the best possible, most effective construction and working environments. These have included:

- Refined our landscaping master plan for the combined Office 1 / Office 2 including better use of our own football ground, badminton courts and outdoor dining areas;

- Developed better people flow throughout the ground floor dining / café and improved the pedestrian flow between Office 1 and Office 2 through our planned “connection building”;
- Enhanced the top floor roof-top to provide for a vegetable garden, outdoor dining / BBQ area and provided for improved staff social activities including movie nights, zumba / yoga / aerobics / dance and large functions for up to 1,000 staff;
- Improved our meeting rooms across all floors to provide for greater technology and advanced video conference facilities to better serve our customers;
- Reviewed our requirements for the future Office 1 ground floor refurbishment;
- Fully reviewed and developed our fire, health and safety measures and submitted these for approval;



In the past two weeks, we have finalised all of our construction drawings for tender and during July / August we will be reviewing all of the tender prices so that we can commence construction in September 2021.

Currently, our project plan provides for a 12-month construction program with staff able to move into our new Office 2 during September 2022.

# LD&P

“Learning, Development & Performance”

## PRE-INDUCTION PROGRAM

### Non-Engineering Program



Reviewing our history, MiTek Vietnam has employed many staff from wide range of university qualification disciplines – and although the majority of our staff are engineers (mostly civil engineers), we also have many employees with science, mathematics and technology backgrounds.

Early in 2021, we commenced a program to expand our recruiting intake to provide more opportunities for a wide range of STEM (Science, Technology, Engineering and Mathematics) university graduates plus students from a various range of business, humanities and arts majors. In particular, as our customers' requirements continue to evolve and the number of software programs we use continues to grow to almost 200 different software packages, we need to ensure that we can continue to serve our customers well with staff from a diverse range of qualifications and capabilities..

This new program required that we enhance and expand our 3-month training program so we have designed a training program specifically for them. This new training schedule includes a 6-week training called Pre-Induction Program. In this program, our “non-engineering graduates” learn about projections and how to work with projections in construction drawings; drawing conventions: types of lines, symbols and their meanings in construction drawings; career exploration: roles, job duties and responsibilities of the existing job positions of MiTek Services. Learning by doing is the



technique applied in this program, for example:

- Learning drafting skills through a freehand sketch: you use manual drafting instruments to prepare drawings.
- Learning take-off and estimating skills through understanding meaning of lines, symbols in a drawing and relations among construction drawings.
- Learning basic knowledge of house structure by building a mini house framing. Through it, you can understand the main structural components of a house.



Therefore, beginner construction lessons are designed that aim to give you a chance to learn and involve through experiences. At the end of the program, Operations Managers will assign our non-Engineering staff to suitable position based on your results.

***Your “Learning Journey” has just started!***

We welcome all of our new staff to the MiTek Vietnam family - and no matter your university discipline including all of our STEM staff and our business / humanities staff. We know that everyone will try their best to gain more knowledge and experiences at MiTek Services - and be the best for all our customers.

# ENGLISH TRAINING PROGRAMS

Learning is a lifelong process and LD&P is here to guide you through this journey.

It goes without saying that Covid-19 can't stop MiTek Vietnam's thirsty learners developing and growing at this time. Over the month of June, it has been our teachers' main focus to keep the learning journey going strong. Therefore, our learners have been required to engage with some level of online learning. Things have been evolving rapidly with the Coronavirus outbreak, and we realize the disruptions — including the switch to remote learning — may at first seem overwhelming. Here are just a few beautiful learning moments that we have been lucky to capture.



## ELSA Awards:



The awards for this month go to .....

**Toan Nguyen, Long Le, Trang Nguyen and Tan Nguyen:**



## 3-DAY CHALLENGE



# One-A-Month

## #Junehabit - Twelve tips for online learning:

Learning online can feel very different to learning in the classroom, and you might find it tricky at first. You won't have the physical presence of your teacher and classmates to engage you and the need to be in a physical classroom at a set time. You might have concerns about your ability to stay motivated, to absorb the material and achieve. However, just because you may feel this way, it does not mean you cannot be successful. Online learning is a skill, and like all skills, you can improve it over time.

- **Tip 1: Try to take a screen break before class**  
If possible, try to move away from your screen before class – just a few minutes will help.
- **Tip 2: Treat online classes like you would on 'real' classes**  
Make sure you are logged in before class starts and have everything you need to hand.
- **Tip 3: Dedicate a space to studying**  
Just dividing up your room into types of activity can help you focus when you are studying, relax when you are winding down and sleep when you go to bed.
- **Tip 4: Eliminate distractions**  
Lock yourself out of social media and any other distracting sites until class is over.
- **Tip 5: Take notes**  
Note down anything you don't understand so you can revisit it later.
- **Tip 6: Participate**  
Take part in exercises and discussions. If possible, ask questions or think about ways you can link what you're learning to knowledge you already have.
- **Tip 7: Re-watch strategically**  
One of the benefits of online classes is that you can watch lectures again. You may not need to re-watch the whole thing: you can prioritize the parts you didn't understand as clearly. If you are watching the lecture online, just note the time of the things that you want to revisit.
- **Tip 8: Apply quickly**  
The more we work with new knowledge and understanding the more we secure it in our memory. See if you can think of ways to use what you have learnt in each class. Small exercises or short pieces of writing can help.
- **Tip 9: Discuss with your classmates**  
Take up the opportunities to discuss with your classmates if you can, as these discussions will deepen your learning.
- **Tip 10: Balance**  
Taking breaks and having fun will help you to recharge so you can learn more in your next class.
- **Tip 11: Ask for help**  
Don't be afraid to ask your teacher for help: they want you to be successful and they know students need help and support.
- **Tip 12: Recognize your growth**  
Pay attention to how much you learn and how much more effective you become at learning online. Noticing the improvement in your skills and abilities will increase your confidence, freeing up your energy to learn more and perform better.



# MiTek®

---

# NEWSLETTER

MiTek Vietnam News

Upcoming Events:

**New Trainees Football Game**

(7<sup>th</sup> July 2021)

**New Trainees Dinner**

(9<sup>th</sup> July 2021)

**MiTek Olympics**

(28<sup>th</sup> Aug 2021)