

Kelly Loh Li Ting

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## **EDUCATION**

National University of Singapore

Aug 2023

- Ph.D. in Built Environment
- Expected Completion Date: May 2027

Aug 2019-May 2023

- Bachelor of Science
- Major in Project Facility Management
- Current CAP: 4.63 (1<sup>st</sup> Class Honors)
- Relevant Coursework: BIM, Coding using python, BQ, Naviswork, Photogrammetry, Archicad, Autocad, Twinmotion, Bluebeam

Jurong junior college

Feb 2017-Dec 2018

Leadership positions:

- Class representative for 2 years
- Part of the School exco

Kent ridge secondary school

Jan 2013-Nov 2016

Leadership positions:

- Member of the student council
- Choir Vice President

Fuhua primary school

Jan 2007-Oct 2012

## **WORK EXPERIENCE**

Hocklim Engineering

Sept 2022- May 2023

- Generate FSOR and ISOR for PUB project based on contract rate for projects more than 100k
- Partake in monthly meeting with PUB officers
- Do traffic plan using auto cad for various locations
- Assist in sensor analysis for the NTU Sensor Development project

Internship with Woh Hup (Private) Limited

May 2022-Aug 2022

- QS for the Copengrand EC project
- Generating payment claims and payment responses
- Meeting with various stakeholders to discuss on the work progress on site

Hocklim Engineering

Nov 2021- Mar 2022

- Generate FSOR and ISOR for PUB project based on contract rate for projects more than 100k
- Partake in monthly meeting with PUB officers
- Do traffic plan using auto cad for various locations

Internship with Land Transport Authority (LTA)

May 2021- Aug 2021

- Planned various event projects
- Given an opportunity to partake in site visit and meeting with contractors
- Research on various construction related topics

Tupperware Retail Helper

Oct 2019-Oct 2020

- Worked with external organizations to host a public event which involved more than 1000 people
- Answered general queries of customers regarding events and activities ongoing in the community center
- Executed procurement process to ensure money were spent wisely in all area

Maritime Port Authority temporary admin staff

Nov 2018-Dec 2018

- In Charged of Data Entry for the ship registration
- Communicating with clients regarding updates on their registration Progress

**CO-CURRICULAR ACTIVITIES**

NVAC, Project Director

Aug 2019-Oct 2020

- Organized a financial literacy theme event collaborated with external vendors for more than 50 primary school students from the less fortunate families
- Led discussion among the 6 department directors to ensure

everyone opinions are heard

- Facilitate distribution of information to various stakeholders to ensure everyone is updated on the programme details
- Participated in other volunteering activities such as bringing less intellectually abled adults for outdoor trip

Student Council, Member

Jan 2013-Apr 2016

- Conducted student forum among the school leaders and students from
- all level to foster better communications in school
- Planned school events with other student councilors for events such as Teachers' Day, Appreciation Day and school open house to ensure everything run smoothly on actual day
- Volunteered to be emcee for Appreciation Day and Teachers' Day game segment in front of large student population

### **ADDITIONAL INFORMATION**

- Fluent in both Chinese and English
- IT Skills : Good in Microsoft PowerPoint , Microsoft word , Microsoft Excel , Autodesk (BIM), Graphisoft, Archicad, Twinmotion, Bluebeam
- Interest singing and playing badminton as a leisure sport
- Volunteered to participate in SCCL App Competition 2019 and was awarded Excellence award
- Volunteered to participate in Coding competition initiated by SCDF
- Volunteered to participate a BIM competition to design a green building as a team
- Volunteered to participate in a case competition organized by CHS where we were required to come out with innovative solutions to promote the use of electric cars and we came in 4<sup>th</sup>