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Malaysia

SOFT SKILLS

LEADERSHIP
COMMUNICATION
TIME MANAGEMENT
ADAPTABILITY
PROBLEM SOLVING

TECHNICAL SKILLS

HTML
CSS
JAVASCRIPT
PHP
C PROGRAMMING
PYTHON
MS OFFICE
MICROSOFT EXCEL
CANVA

JAIWIN MITHRA A/L SURANDRAN

Adaptable team player with experience in task coordination and thriving in fast-paced environments. Skilled in attention to detail and effective collaboration.

QUALIFICATION

Tunku Abdul Rahman University of Management and Technology, Penang, Malaysia

2023 - Present

Currently pursuing Diploma in Information Technology

SMK Bagan Serai

2018 - 2022

ACHIEVEMENTS & AWARDS

Tunku Abdul Rahman University of Management and Technology, Penang, Malaysia

TARUMT x GradMalaysia

- ❖ Co-organized the Skill Enhancement Module 2024.

Wellness Campaign 2024

- ❖ Assistant Head of IT, managing technical requirements and overseeing digital setup.

Indian Cultural Day 2024

- ❖ Co-organized the event and served as a key leader.

Penang Goes Orange 2023

- ❖ Provided IT support to ensure smooth technology operations during the event.
- ❖ Directed and edited event videos.

Team Building 2023 - Team Thrive Unite

- ❖ Served as Student Leader, guiding team activities and promoting collaboration.

JAIWIN MITHRA A/L SURANDRAN

LANGUAGE ABILITIES

ENGLISH ●●●●●

BAHASA MALAYSIA ●●●●●

TAMIL ●●●

INDONESIAN ●●●

HOBBIES

- WORKING OUT
- CYCLING
- HIKING
- PHOTOGRAPHY
- COMPUTER PROGRAMMING

References

Ms. Hanyusha

Relationship: Business Associate

Phone Number: 010-802 4445

Mr. Narresh

Relationship: Team Member

Phone Number: 016-504 5678

MS SOOK FONG CHO

Relationship: Lecturer

Email: chosf@tarc.edu.my

EXPERIENCE

Business Social Media Management (2024 - present)

- ❖ Experienced in product development in watch Modifications.
- ❖ Social media management for brand growth and engagement.
- ❖ Content planning and creation.

Swaranjali 2024

- ❖ Marketing for Cultural Music Concert (Swaranjali 2024) in collaboration with Episode Events.
- ❖ Perform ticket sales and managed social media.

E-Commerce Website (2023)

- ❖ Language: HTML, CSS, JavaScript
- ❖ Project Duration: 3 months
- ❖ Content: Developed a website focused on jewelry products.

Client-Server Web Application (2023)

- ❖ Language: HTML, CSS, JavaScript, PHP
- ❖ Project Duration: 3 Months
- ❖ Content: Developed a web application with client-side and server-side scripting