

Jit Kwong Cheo

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[Jit Kwong Cheo](#) | [LinkedIn](#)

Key skills

- Critical thinking and problem solving
- Attention to detail and quality
- Meet tight timeframe
- Able to work as a team & work individually
- Professionalism and strong work ethic.
- Excellent verbal and written communication skills
- Strong client service skills
- Work well under pressure
- Have the “can-do” attitude
- Willing to learn

Education

Diploma of IT(Full Stack Web Development

from Coder Academy

Currently enrolled,
Completion March 2024

Certificate of completion in The Complete Web Developer

from UDEMY(Online study)

Completed April 2023

Summary

To utilize my expertise in the field of electrical trade and soon engineering and implement my innovative ideas and creative mind towards the area of specialization and to secure a responsible career opportunity to fully utilize my training and skills while making a significant contribution to the success of the company.

Career history

Radar Technical Specialist at Groundprobe

August 2022 – Current

Provide maintenance radar work to various mine sites and maintain a good relationship with customers

Key responsibilities

- Making sure the radar servicing is up to standards
- Collecting data off radars to be
- Keeping up to date on stock takes
- Investigating & resolving a range of problems
- Analysing graphs to explain to customers
- Ensuring there are correct IP addresses for site networks to work with the radars
- Deployment & packing up of radars
- Soldering sensitive electronic equipment with right procedures
- Adhering to a culture of workplace safety
- Utilising Microsoft Excel for organising work tasks & perform basic formatting operations
- Using JIRA in agile project management

Achievements

- Better understanding of Information Technologies in the real world, being able to broaden my connection with various industries experts in the mining industries and cultivate my passion for software development.

**Bachelor in Engineering
(Part time) (Major in
Electrical Engineering)**
from QUT

Current year 2,
Currently on hold

**Certificate III in
Electrotechnology
Electrician** from Tafe
QLD

Graduated 2019

**Certificate II in
Automotive Mechanical**
from Tafe QLD
Graduated 2013

**Diploma of Aircraft
Maintenance
Engineering (Avionics)**
TB2 from Aviation
Australia
Graduated 2013

Electrician at SJ Electric

Sept 2015 – August 2022

Building commercial switch board and copper bar under the
legislation

Key responsibilities

- Install, repair, and maintain commercial electrical system
- Excellent reading of schematic project drawings
- Developed great understanding of implementation and wiring of life safety devices and control systems
- Wired addressable lighting system, lights, and emergency lighting system
- Carried out tests such as installation resistance tests, loop impedance test and visual inspection tests
- Mentoring apprentice and giving support when needed
- Assisting project manager on time management, gear, design of board for planned project
- Adhering to a culture of workplace safety

Achievements

- By working in various departments within the company, such as Switchboard Building, Woolworths Light & Power Section, and Service Support Section, I aim to gain extensive knowledge and experience in the construction industry. This diverse exposure will allow me to broaden my understanding of different aspects related to construction.

Vocational Placement at The Green (Lend Lease)

Aug 2015 – Sept 2015

Assisting license electrician to complete the job

Key responsibilities

- Installing power point on every brand-new unit in the construction site
 - Learn how to strip wire using proper techniques and skills
 - Learn to understand the instruction given out by leading hand and supervisor
 - Reporting any health and safety concerns to site supervisor
 - Understand the health and safety while working in a construction site
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Store Manager at Crust Pizza (Taringa Store)

Feb 2013 – Sept 2015

Overseeing the efficient running and profitability of the store and managing the employees. Dealing with customer service issue and ensure the food quality is of a high standard.

Key responsibilities

- Managing budgets, and maintaining statistical and financial records
- Performance management and workplace scheduling
- Problem solving and handling customer enquiries and complaints
- Ordering, receiving, handling damage products and returns
- Recruiting, training and supervising staff
- Ensure compliance with licensing, hygiene and health and safety legislation and guidelines

Achievements

- Being to learn leadership and management by promoted to be a store manager, as well as maintaining high standards of customer service are among the achievement I have gained.

Languages

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- English
 - Chinese – Cantonese
 - Chinese – Mandarin
 - Malay

Interests

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- Riding Bike
 - Cooking
 - Cycling
 - Swimming

References

Available upon request