

Education & Academic Qualifications

University of New South Wales

2019 – 2020

Bachelor of Computational Design

- Courses included: Emerging Digital Technologies, Human Machine Interaction

2015 - 2019

Bachelor of Interior Architecture (Honours)

- Courses included: Advanced Multimedia, Design Practice, Graphic Design, Psychology 1A

2009 – 2014

Beverly Hills Girls High School

Higher School Certificate

Skills

Languages:

English, Cantonese, Mandarin

Software programs:

- | | | | |
|-------------|--------------------|-----------|----------------|
| • Auto-Cad | • Maya | • Rhino | • Django |
| • Sketch-Up | • Revit | • 3ds Max | • Figma |
| • Photoshop | • Grasshopper | • Corona | • CSS (Basic) |
| • Indesign | • Microsoft Office | • Python | • HTML (Basic) |

Work Experience

Jan 2019 – Feb 2019

3D Visual Artistry and Modelling Intern

Binyan Studios (Architectural Visualisation)

- Interpreting computer-aided design (CAD) files to model infrastructures using a 3D modelling tool (3ds Max)
- Using a rendering software (Corona) to produce a client ready image/computer generated imagery (CGI)
- Liaising with other 3D Artists to improve and produce visual content
- Assisting office manager with office admin as an assistant office manager
- Concept and 3D design of office kitchen fit-out with office manager using Google Sketch-up
- Coordinating with project managers to delegate tasks and oversee project timeline

Sep 2017 – Present

Project Management Intern

Unique Carpentry and Shopfitting Pty Ltd

- Preparation of paperwork including project quotations and tax invoices of large transactional amount
- Material and fixtures sourcing, purchasing and management with manufacturers and suppliers
- Liaising on behalf of company with built environment professionals (Clients, Building Management, Architects, Construction Managers)

Nov 2014 – Feb 2018

Casual Administration Sales Assistant

The Just Group - Dotti Retailer

- Providing comprehensive customer service and generating sales
- Daily communication with all levels of management and employees
- Working under pressure towards daily targets
- Visual Merchandising

University Involvement

Nov 2018 – 2019

President

UNSW - Built Environment Student Association

- Supervision and management of committee members including society executives and directors
- Initiating negotiations and collaborations with other societies and sponsors
- Attend meetings with faculty members and sponsors
- Resolving internal conflict and issues
- Planning, organising and marketing major society events including society ball and cruise

Nov 2017 – 2018	Head of Marketing and Publications Executive UNSW CREATE <ul style="list-style-type: none"> · Creating digital and physical promotional material for society events · Creating society awareness through rebranding society logo, newsletter and event banners
Nov 2017 – 2018	Marketing and Publications Director UNSW Food Lovers Society <ul style="list-style-type: none"> · Creating digital marketing material and promotional videos for society events · Launching online marketing campaigns for society flagship events · Overseeing society social media platforms
Feb 2017 – May 2017	Peer Mentor UNSW - Built Environment Student Association <ul style="list-style-type: none"> · Guided mentees in the development of their technical and creative skills (Photoshop, Auto-Cad)
Dec 2016 – Dec 2017	Undergraduate Student Representative UNSW - Built Environment Faculty Board <ul style="list-style-type: none"> · Attended faculty board meetings · Contributed to the discussion and negotiation of Built Environment Faculty Plans
Nov 2016 – Nov 2017	Marketing and IT director UNSW - Save The Children Action Group <ul style="list-style-type: none"> · Redesigning society's Wix website with colours, fonts, images, icons and text · Training subcommittee members in Adobe Creative Suites (Photoshop, Indesign)
Nov 2016 – Nov 2017	Secretary UNSW - Fashion and Beauty Society <ul style="list-style-type: none"> · Planning and organising society calendar and timeline · Handling email correspondence between sponsors and society

Extra-Curricular Activities/Awards

May 2020	Deloitte Technology Consulting Virtual Internship (2020) Participated in the open access Deloitte Virtual Internship on InsideSherpa - (Approximately 10 hours) <ul style="list-style-type: none"> · Modules Completed: <ul style="list-style-type: none"> ● Technology, Strategy & Innovation
February 2020	UNSW – Built Environment Dean's Merit List <ul style="list-style-type: none"> · Awarded for performance during the 2019 academic year · Award symbolises place as one of the Faculty's highest achievers
October 2018	UNSW – Women In Technology Hackathon <ul style="list-style-type: none"> · Awarded third place by designing the UX and UI of an app on the topic of liveable cities · Hosted brainstorming sessions and asked for mentor feedback on app idea · Designed overall branding of the app including logo and presentation slide deck for competition · Developed skills in researching, design thinking, innovation and public speaking · Pitched and presented to professional panel members from Microsoft and IBM
June 2017	Exhibition Volunteer ADOBE Design Conference <ul style="list-style-type: none"> · Worked in a team of volunteers to coordinate and run exhibition
July 2016 – Present	Touch Football <ul style="list-style-type: none"> · Peakhurst Touch Association Summer and Winter Competition <ul style="list-style-type: none"> ○ 1st Place – Summer 2016 Division 6, 1st Place – Summer 2017 Division 3, 1st Place – Summer 2019 Division 4 , 1st Place - Summer 2020 Division 2