

Name: Teo Wei Qiang

Email: 23013990@myrp.edu.sg>

Mobile: 83049896

[www.linkedin.com/in/teo-wei-qiang-94b3b4304](https://www.linkedin.com/in/teo-wei-qiang-94b3b4304)

### Internship Objective

A highly motivated second-year student pursuing a Diploma in Digital Design & Development, with a strong passion for art. With his knowledge in programming and in the arts help him create websites that would attract customers, thus contributing to the organization. He is currently seeking a job in the It sector related to design UI/UX in a website.

### Summary of Key Skills

- Programming using Java and C++ and HTML
- Using of adobe illustrator
- Visual design
- Interaction Design
- Graphic design
- Problem solving
- Creative thinking
- Collaboration
- Adaptability
- Attention to Detail

### Education

**Republic Polytechnic**

**Anticipated completion date: Apr 2026**

Diploma Digital Design and Development

**Bedok South Secondary School**

**2018-2021**

'O' level

Distinction in Art

### Work Experience

**Sheng Siong Group Ltd**

**Nov 2021– Feb 2022**

**Cashier**

- Provided friendly, professional service to over, ensuring a positive shopping experience and quickly resolving issues to maintain high customer satisfaction.
- Maintained swift transaction times even during peak hours, reducing customer wait times and contributing to store's reputation for efficient service
- Efficiently processed cash, credit, and digital transactions with accuracy and reliability, balancing cash drawer at end-of-shift with 90% accuracy.

**Sampanman JWL Pte Ltd**

**March 2022 – June 2022**

**Waiter**

- Quickly addressed customer concerns or complaints with a calm, solution-focused approach, contributing to a positive dining experience and frequent return visits.

- Managed multiple tables during peak dining hours with exceptional speed and accuracy, consistently delivering meals on time while providing personalized attention to each guest.
- Collaborated with kitchen staff, bar staff, and other team members to ensure seamless coordination, clear communication, and timely service to guests.

### **Volunteer and Leadership Experience**

#### **Food from the Heart Volunteer 2020**

- Donated and helped pack 2 boxes of dried goods in a 2 hamper with In a team of 6

#### **Bedok South Secondary School Symphonic band Band member 2019 – 2021**

- Helped junior learn how to play their instrument
- Played in SYF competition as a band and obtained Certificate of Accomplishment

### **Achievements & Awards**

- Director Roll of Honor 2023 during Polytechnic Y1S2 2023
- Director Roll of Honor 2024 during Polytechnic Y2S1 2024

### **Micro and Alternative Credentials**

- CSS for Programmers 2024  
LinkedIn Learning
- Illustrator 2023 Quick Start 2024  
LinkedIn Learning
- Photoshop 2021 Quick Start 2024  
LinkedIn Learning
- CSS: Animation 2024  
LinkedIn Learning
- Project Management Foundations: Requirements 2024  
LinkedIn Learning

### **References**

Available upon request

– End –