

# CHAN ZI HAO

**Address:** Bandar Sri Damansara, KL  
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## LANGUAGES

- English
- Malay
- Mandarin
- Cantonese
- Japanese

## WORK EXPERIENCE

<b>Visa Processing (Junior), Kingsbridge Australia</b>	<b>Mar 2024 - Present</b>
<ul style="list-style-type: none"><li>• Assist clients with the preparation and submission of visa applications for migration to Australia.</li><li>• Provide accurate and up-to-date information on visa requirements and procedures.</li><li>• Review application documents to ensure completeness and compliance with immigration laws.</li><li>• Communicate with clients via email and phone to answer queries and provide updates on application status.</li><li>• Coordinate with government agencies and other stakeholders to facilitate the visa processing.</li><li>• Maintain detailed records of client interactions and application progress in the company's database.</li></ul>	

## EDUCATION

<b>Tertiary Education</b>	<b>May 2024 - Present</b>
HELP University (Diploma in IT) <ul style="list-style-type: none"><li>• 4.0 CGPA (Latest Result)</li></ul>	
<b>Secondary School</b>	<b>Jan 2019 - Mar 2024</b>
Sri Bestari Private School <ul style="list-style-type: none"><li>• SPM 10As</li><li>• IGCSE 4A1B</li></ul>	

## PROGRAMMING LANGUAGES

- Python
- Java
- HTML
- CSS
- Javascript
- Bootstrap
- SQL
- Vuejs

## ADDITIONAL INFORMATION

### Leadership Experience

- Vice President of IT Student Council
- Head Prefect of Sri Bestari Private School
- President of Eco Team Sri Bestari under WWF Eco-Schools Programme
- Captain of Ping Pong Club
- Vice President of St. John Club

### Certifications

- Qualified St. John Ambulance Basic First Aider
- IBM Web Development Fundamentals Certificate
- HRD Corp e-LATIH Intensive HTML & CSS Training Certificate
- HRD Corp e-LATIH Introductive to Javascript Certificate
- AFS Global You Changemaker Online Exchange Program Advanced Certificate on Global Citizenship for Social Impact by University of Pennsylvania

### Achievements

- 1st Place in Space Speaking Contest by Agensi Angkasa Malaysia (MYSA)
- 1st Place in Ideation Competition by Air Selangor
- 1st Place in University Level Intra-school Top Coders Competition by Data Science Association (DSA)
- 3 time 2nd Runner Up in MSSD Table Tennis Tournament
- WWF Eco Champions Award Winner
- Best Work Award in Top International Robotics Tournament Taiwan (TIRT)
- Global Environmental Education Partnership Asia-Pasific Regional Center, GEEP APRC 2022 International Workshop Speaker