

# Tan Szu Jean

📍 Taman Sri Sinar, Segambut, 51200 Kuala Lumpur ✉ tan.szujean@gmail.com ☎ +6011-10831460

🖱 szujeantan.tech in linkedin.com/in/szujeantan 🐙 github.com/TSJean45

## SKILL

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**Language** (Native Chinese, Professional Working Proficiency In English, Limited Working Proficiency In Malay)

**Programming Language** (HTML, CSS, JavaScript, PHP, Java, C, C++, SQL)

**Framework, Tool & Platform** (Bootstrap, Git/Github, MySQL, VSCode, Dev C++, NetBeans)

**Graphic Design & Video** (Figma, Adobe Photoshop, Video Editing, Wireframing)

## EDUCATION

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**Diploma in Information Technology**, *Multimedia University Cyberjaya* 07/2020 – 08/2022

- CGPA: 4.00/4.00
- Earned Dean's List recognition for 4 consecutive trimesters

**SPM (Science Stream)**, *SMK Sinar Bintang* 01/2015 – 12/2019

- 2A+ 5A 2A- 1B+
- Selected as one of 100 students to receive female co-curricular figure recognition based on leadership potential and extracurricular participation

## EXPERIENCE

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**Student Tutor**, *Multimedia University Cyberjaya* 02/2022 – present

- Assisted lecturer by guiding students for 2 hours per week in subject Program Design
- Provided guidance and advice in academic assignments to a group of 34 students

**External Outreach Division Member**, *CodeNecton IT Society Multimedia University Cyberjaya* 08/2021 – 12/2021

- Negotiated sponsorship with Malaysia's companies to sponsor RM25k for the hackathon with over 100 participants
- Established relationships with more than 20 related university clubs to collaborate as media partners

## PROJECT

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**e-Healthcare Management System**, *Diploma Final Year Project* 12/2021 – present

- Visualised efficiency in healthcare management by developing 3 main system modules such as appointment scheduling system, medical record system and medicine stock system to centralise healthcare administration functions
- Communicated with 2 group members to deliver complete and efficient management system that is written in **HTML, CSS, JavaScript, PHP, Bootstrap, SQL**

### Travel Tourism Website

- Increased user interface experience by implementing graphic elements and enticing colours in over 20 pages
- Coordinated with 2 group members to ensure completeness of assignment which was programmed with **HTML, CSS, JavaScript** language

### Stock Management System

- Applied features such as storing and managing warehouse stock information in **C language** with 3 other group members

## LEADERSHIP ROLE AND STUDENT ACTIVITY

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**Sekretariat Rakan Muda MMU Cyberjaya**, *Program And Activity Division Member* 08/2021 – present

- Directed events and programs with 4 program and activity division members
- Executed different events in groups of over 5 members such as Clothing Donation Drive, Annual General Meeting, Ice Breaking and Beach Cleaning Project

**Chess Club MMU Cyberjaya**, *Secretary* 11/2020 – 01/2022

- Increased club activeness by 50% during COVID-19 and was awarded uprising sports club in 2021 by successfully conducting a tournament with over 500 participants
- Delegated tasks based on event needs and workloads to 4 divisions