

Tan Szu Jean

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TECHNICAL SKILL

Programming Language

HTML, CSS, JavaScript, PHP, Java, C, C++, SQL

Library & Framework

Bootstrap, Git/Github, MySQL

Tool & Platform

Git/Github, MySQL, VSCode, Dev C++, NetBeans

Graphic Design & Video

Figma, Adobe Photoshop, Video Editing, Wireframing

EDUCATION

Diploma in Information Technology, *Multimedia University Cyberjaya*

07/2020 – 08/2022

CGPA: 4.00/4.00

EXPERIENCE

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

PROJECT

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

- Decreased time for stock management by applying features for storing and managing warehouse stock information in **C language** with 3 other group members

LEADERSHIP ROLE AND STUDENT ACTIVITY

Sekretariat Rakan Muda MMU Cyberjaya, *Program And Activity Division Member*

08/2021 – present

- Worked with 4 division members in event and program planning
- Showcased flexibility in managing 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% and successfully awarded most active sports club in 2021 by organising plans and proposals for events such as AGM, e-Battlecup and coaching session
- Led 4 divisions in programs and events by assigning tasks to respective members

CodeNecton Hackathon, *External Outreach Division Member*

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

AWARD

Dean's List, *Multimedia University Cyberjaya*

- Awarded for 4 consecutive semesters by maintaining excellent grades

Female Co-curricular Figure, *SMK Sinar Bintang*

- Selected as one of 200 students by representing secondary school in various competitions and sports tournaments from district level to national level

LANGUAGE

• Mandarin

• English

• Malay