

Tan Szu Jean

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SKILL

Language (Chinese, English, Malay) | **Programming Language** (HTML, CSS, JavaScript, PHP, Java, C, C++, SQL)

Framework, Tool & Platform (Bootstrap, Git/Github, MySQL)

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
- Earned Dean's List recognition for 4 consecutive trimesters

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

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

- Negotiated sponsorship with industrial 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

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 a 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

IT Society MMU Cyberjaya, Public Relations & Marketing Division Member 02/2022 – present

- Dealt with external university clubs and industrial companies for collaboration in a team of 4

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