

Tan Wen Jia

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Education

University of Wollongong — Bachelor of Computer Science (Big Data) Sept 2021—June 2024

- Cumulative Average: 72.6

Nanyang Polytechnic — Specialist Diploma & Diploma in Spatial Design Aug 2016 — Dec 2020

Experiences

BEENET Singapore Pte Ltd June 2024 — Current

IT Project Manager

- Led the successful completion of multiple high-priority projects, ensuring timely delivery, alignment with client requirements, and high client satisfaction.
- Developed and implemented efficient project management strategies, including communication plans, Gantt charts, and RFI/Tender proposals, improving clarity and securing competitive contracts.
- Managed project performance, financial milestones, and scheduling for training, custom software development, and service engagements, ensuring on-time, on-budget completion.
- Fostered strong client relationships post-implementation, providing ongoing support, securing long-term partnerships, and enhancing client retention.
- Collaborated with software developers and technical consultants to plan and execute User Acceptance Testing (UAT), ensuring successful service delivery sign-offs.
- Coordinated training service schedules and execution, meeting client expectations and increasing overall satisfaction.

VIPSHOP Singapore Pte Ltd Sept 2023 — March 2024

PMO Intern

- Orchestrated a successful market entry into Southeast Asia by collaborating with experts from Singapore and China, while driving project milestones for a smooth country launch.
- Facilitated seamless cross-functional collaboration across teams, supporting daily PMO operations and ensuring effective coordination among stakeholders.
- Identified and resolved challenges at their source, implementing innovative solutions to enhance operational efficiency.
- Demonstrated versatility by actively contributing beyond core responsibilities, collaborating with experienced professionals to foster a dynamic and high-performing work environment.

Traartgroup Pte Ltd Aug 2019 — Sept 2021

Interior Designer

- Led design concept development, space planning, 3D modeling, drafting, and presentation preparation, ensuring seamless project execution and submission.
- Applied design principles and creative thinking to develop innovative solutions while collaborating with cross-functional teams to meet client expectations.
- Adapted quickly to evolving project requirements and deadlines, demonstrating flexibility and strong problem-solving skills.
- Communicated effectively with stakeholders and team members, facilitating smooth collaboration and project progress.

Projects

Online Tournament Management Application (March 2024, Team Leader – FYP)

- Developed a MERN Stack application (ReactJS, ExpressJS, NodeJS, MongoDB) for managing tournaments.
- Led a team, assigned tasks, and ensured project milestones were met using Jira and Kanban methodologies.
- Utilized Jira and Kanban methodologies for streamlined project management and efficient task tracking.

- Spearheaded both frontend and backend development, implementing a scalable and user-friendly system.
- Managed source code via GitHub, ensuring version control and seamless collaboration.
- Designed an intuitive UI/UX for enhanced user experience.
- Successfully deployed the application on Render for a stable online presence.

Ticket Booking Movie Application (May 2023)

- Developed a movie ticket booking system using ReactJS, Java Spring Boot, and MongoDB.
- Led the team through brainstorming sessions and ensured timely project delivery with effective leadership.
- Directed frontend design and development, ensuring an intuitive and visually appealing UI/UX.
- Managed source code via GitHub, integrated CI/CD with GitLab, and tracked progress using Taiga for efficient project management.

Technical Skills & Tools

- Java, JavaScript, HTML, CSS
- SQL, MySQL, NoSQL, Hadoop, HiveQL, Spark
- Linux (Ubuntu), Oracle Virtual Machine
- Confluence, Visio, ProcessOn
- Adobe Illustrator CC, Adobe Photoshop, Adobe Premiere Pro, Figma
- AutoCAD, 3dsMax

Certifications & Training Programs

TikTok Tech Immersion Program	2024
HackOMania	2024
AWS Academy Cloud Foundation	2023

Awards & Recognitions

Design Excellence Award	2023
Design Excellence Award	2018 / 2019