

# TAY JIAKANG, MILA

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## PROFESSIONAL SUMMARY

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Highly motivated and result-driven Undergraduate in Information Systems student with passion and expertise in Data Analysis and Data Analytics. Able to collect and manage large amounts of data and present it to clients based on requirements.

No-nonsense work ethic with ability to understand situations from both macro and micro perspectives. Notable successes in working with data and simplifying to easily understandable reports, and identifying trends in

Proven abilities in managing and working with high-performing, multi-cultural and cross-functional teams to deliver multiple concurrent research projects.

A persuasive communicator, is capable of translating complex theories and ideas into actionable solutions.

Ability in engaging stakeholders across all levels to bring about commercial benefits and achieve organisational KPIs.

## AREAS OF EXPERTISE

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- Fundamental Web Design (HTML CSS)
- Python Programming
- SQL
- Java
- Data Analysis
- Data Analytics
- Report Generation
- Stakeholder Relationship Management
- Detail-oriented
- Effective Communication

## WORK EXPERIENCE

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### Data Analyst Intern, Combine Services, Singapore

Apr 2021 - Aug 2021  
Nov 2021 - Dec 2021

- Collected and presented data using SQL and PYTHON
- Created visualisation with PowerBi
- Performed data cleaning with Python on corrupted data
- Automated office for remote working environment and colleagues located overseas
- Received letter of recommendation from company director, available on request

### Intelligence Research Specialist, Mindef, Singapore

Apr 2019 - Apr 2021

- Commanded section of men for operations
- Supervised data cleaning for corrupted data sets
- Presented analysis of data to Army Top Brass on Covid-19
- Created interactive operations guide and awarded Soldier of the Month
- Led operation guide adopted by unit for training and operations
- Received testimonial signed by commanding officer, available on request

## EXTRA CIRRICULARS

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**Operations Associate, Google Developer Student Club, Singapore** Sep 2021 – Present

- Organised Machine Learning workshop
- Organising University-level hackathon

## CERTIFICATES

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- Economics of Money and Banking, Columbia University in the City of New York
- 2021
- DeepLearning.AI TensorFlow Developer, deeplearning.ai
- 2020
- Web Application Technologies and Django, University of Michigan
- 2020
- Python Data Structures, University of Michigan
- 2020
- Using Databases with Python, University of Michigan
- 2020
- Using Python for Research, HarvardX
- 2020
- Analysing Data with Python, IBM
- 2020
- Introduction to Marketing: Tools to Set Enterprises Apart, Edinburghx
- 2019

## EDUCATION

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**National University of Singapore** Jan 2021 - Present

**Bachelor of Computing in Information Systems**

- Undergraduate year 1

**Nanyang Junior College**

Jan 2018 - Dec 2018

**A-Levels**

- 87.5 Rank Points

**Chung Cheng High School**

Jan 2016 - Dec 2016

**O-Levels, (Main)**

- 6 distinctions