**Mentee Information for Mentorship**

**TomoWork Talent Acceleration Programme**

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| Name | Gu Dian | | |
| Institution | Republic Polytechnic | School | School of Management & Communication |
| Diploma | Mass Communication | Graduation Year | 2023 |

My Self-Introduction

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| I am a student from Mass Communication that is interested to pursue a full-time career as a script writer in the film industry or become a social media specialist within a major corporation. I also do have interest to work with people and bring joy to others through serving in major tourism establishments or work with animals!  I can be known as loyal, bubbly and optimistic to people who know me. |

My Educational Background

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| I have learnt a lot about the media industry, as well as in areas of tourism, with a diploma in mass communication and a higher Nitec in leisure and travel operations, as well as GCE O level Certificate from Yuan Ching Secondary School. |

My Skills

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| * Adobe Photoshop * Adobe Premier Pro * Salesforce * Saber System * Microsoft Office * News Writing * Social Media Content Creation * Marketing * Public Relations * Customer Service * Attraction operation * Business Development * Film Production (Basic Video Production) * Photography * Business Writing & Communication skills * Website Generation |

My Work Experience (including Internship)

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| * Singapore Manufacturing Federation Marketing and Operations Intern (help to handle daily business operations, client communication and marketing content creation * Fishyhub Business Development Intern (Help in daily customer service, business operations, website operation, content creation in the form of blogs, social media posts, marketing collaterals and advertising content, client liaison and business analytics) * Visitor Service and Security Officer (Help with visitor enquiries and requests at UNESCO Attraction Singapore Botanic Gardens, enforce Safety and Security within the gardens, such as Safe Distancing Operations, project management, first aid and admin work) * I also had done ad-hoc jobs in events operations and retail in areas such as at Cybersecurity Conference as a event staff and at Goldwood’s various retail pop-up booths as retail staff, that mans the daily operations of the booth. |

Industries I’m Interested and Why

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| I am interested to work for Google as a social media strategist or work as a copywriter with different organizations, in the media sector.  I am open to working for tourist attractions as a manager too to bring joy and ensure smooth operations of the attractions that people enjoy, within the hospitality & tourism sector.  Lastly, I am also keen to work as full time ministry worker within the church! To help run business operations and manage the church events and works, as a devot follower of Christ!  I am also interested and open to learning entrepreneurship and business skills so I can open my own fish shop or animal pets shop to fulfil my passion in this area! |

Jobs and Roles I’m Interested and Why

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| I am open and flexible to explore roles within the media sector, tourism sector and also in people oriented industries such as social work, but unsure what roles which I hope my mentor can help me discover. |

Questions to my Mentor

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| How can I make myself to be employable within this current challenging climate?  How can I hop across to a different industry that I do not have relevant working experience in?  What should I prepare as a special learning needs person during the transition phase from school to work?  How can I gain employment in this current job climate where a lot of companies are very selective and picky in their candidates?  Being someone who has been through a lot of failures, how can I become optimistic and confident that I definitely can find a job and fend for myself?  Any tips for my interview, resume and cover letter writing?  How can I avoid discrimination when a colleague learns of my disability? Are there processes put in place to create an inclusive work environment? |