



AUNG CHAN OO

Operation Team Internship



Objective

As an NCC Level 4 Computing student, I am eager to join the Operation Team as an intern. I aim to apply my technical knowledge, problem-solving skills, and teamwork abilities to support operational tasks, gain practical industry experience, and build a strong foundation for my future IT career.



Education

General Education Development (GED)
(2024-2025)

NCC level 4 Diploma in computing
(present)



Certifications

- Teenager's Bright Future Program(MMI College)
- Basic Building a Successful Business Website (Alison)
- Introduction to Media and Information (Unesco)
- Media Relations for Civil Society and Community-based organization (Unesco)
- Youth Center (YC)



Experience

- Receptionist ,Customer Service & Assistant Teacher at EDUSN Digital School

Assisted students and parents with inquiries, strengthening communication and customer service skills.



Contact



09-450556731



smartysolve00@gmail.com



Insein RD., Kamayut,
Yangon.



Skills

- Computer Literacy & Typing
- Microsoft Office
(Word, Excel, PowerPoint)
- Social media usage
- AI Tools (ChatGPT, Gemini, DeepSeek, etc.)
- Computing
- Presentation skills
- Team Collaboration
- Quick learner with a positive attitude
- Responsible & Reliable



Language

- Myanmar
- English