



## Contact

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Singapore 753365

## Education

**Diploma In Information Technology**  
**Nanyang Polytechnic**

April 2025 – April 2028

**Higher National ITE Certificate in IT Application Development**  
**Institute of Technical Education**

January 2022 – December 2024

## Expertise

HTML5

CSS

UI/UX

POWER BI

## Language

English

Chinese

# TAN YU EN, CHARLISA

Fresh Graduate in Information Technology from Nanyang Polytechnic

## Profile

A dedicated Information Technology fresh graduate from Nanyang Polytechnic, equipped with a strong foundation in project management and teamwork. Proficient in HTML5, CSS, and Power BI, with a specialized focus on UI/UX design. Passionate about building intuitive, user-friendly digital experiences and translating data into visual insights.

## Work Experience

### Koi The Singapore Pte Ltd

Digital Marketing Executive (Contract)

April 2024  
–  
July 2024

- Worked on my first major client project with NTUC LearningHub, designing EDMs, sales decks, and infographic materials.
- Designed website mockups and supported website development using WordPress for client projects.
- Attended client meetings to gather feedback, clarify requirements, and communicate design updates.
- Managed front-end and back-end website tasks, including content updates, backups, and basic maintenance.
- Assisted in setting up Google Ads campaigns for SEO and SEM initiatives.



## Co-Curricular Activities

- School Team Badminton Player [Secondary School – Institute of Technical Education]



## Awards

- Edusave Award For Achievement, Good Leadership and Service (EAGLES) – 2017, 2022
- Edusave Merit Bursary – 2018, 2020, 2022, 2023, 2024
- Edusave Skills Award – 2024
- Director's List – April-June 2022, January-June 2024, July-December 2024