

# Dawn Cheung Feng En

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## Education

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### Bachelor of Social Science (Communications and New Media)

2023 - Present

National University of Singapore

- Minors in Interactive Media Development and Data Analytics
- Relevant Coursework: Quantitative and Qualitative Research Methods, Programming for Data Science, User Experience Design, Visual Effects Design, Digital Storytelling

### GCE 'A' Level

2021 - 2023

Tampines Meridian Junior College

### GCE 'O' Level

2020 - 2016

Anderson Secondary School

## Work Experience

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### Centre for Quantum Technologies, Multimedia Assistant

May 2025 - Present

- Edited 20 - 60 minute talk and presentation recordings on academia-level physics
- Streamlined process to fix colour, sync issues, hide speaker mistakes, etc. with 4 day turnaround
- Optimised exports for Youtube, with emphasis on maintaining visual and audio clarity
- Operated DSLR camera for photography / videography for events, conferences and student camps

### Common Touch Craft Unit, Workshop Assistant

Nov 2023 - Dec 2023

- Guided groups of 30+ adults to make individualised tableware in corporate team-building events
- Facilitated regular pottery courses for both adults and children
- Meticulously followed studio schedule to prepare materials and logistics independently

### Jeep Sing Fashion, Customer Care and Logistics

Oct 2020 - Dec 2020

- Interacted with customers virtually and face-to-face to assist them in purchases
- Managed the customer care hotline, directly liaising with parents to ensure students were able to receive their uniforms and other school items in a timely manner
- Organised and packed uniforms at warehouse for shipment or collection

## Projects/Activities

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### CNM Connects, Programmes Team Lead

Nov 2024 - Aug 2025

- Led a team of 5 to develop digital literacy programs for disadvantaged primary school children, focusing on scams, online privacy, Google Slides, AI and block-based programming
- Worked with Allkin Singapore, Morning Star Community Services and Life Student Care to engage 200 children to bridge the digital divide nationally
- Collaborated with other departments such as Creatives to ensure timely information flow and monitoring for consistency and accuracy in all deliverables (e.g. proposal decks, workshop materials)
- Nominated for NUS Achievement Awards, clinched commendation for community engagement

**NUS Game Development Group, Publicity Executive****Oct 2023 - Jul 2025**

- Created publicity materials (e.g. infographics, captions, short videos) to promote the club's activities on Instagram, Discord and Telegram
- Designed icons and graphics for club's website
- Carried out simple photography at events and assisted organising committee

**NUS Geography Freshman Immersion Camp, Programmes Executive & Vice Safety Officer****Nov 2023 - Jul 2024**

- Conceptualised and implemented unique orientation camp activities through comprehensive proposals, resulting in a 75% surge in participant interest
- Coordinated, prepared and labelled logistics needed for 26+ activities
- Spearheaded storyline that made the camp programmes more cohesive
- Briefed station masters and orientation group leaders, ensuring all queries were promptly addressed

**National AI Student Challenge, Team Leader****Dec 2022 - Feb 2023**

- Applied various AI technologies, such as Natural Language Processing and Computer Vision, and data science to solve real world problems

**Tampines Meridian Choir, Voice Recording Committee cum Audio Engineer****Mar 2021 - Dec 2022**

- Mixed and mastered music for festive and promotional music videos, with 1.4k views on Instagram
- In charge of alliancing with individual members in person and virtually during the COVID-19 pandemic to ensure quality music could be edited and produced in a timely manner
- Oversaw and coordinated the recording process of over 20 members

**'Adventure Time' Values in Action (VIA) Project, Emcee & Technical Team****May 2021 - Dec 2021**

- Hosted virtual storytelling and games for disadvantaged youth at Hougang Sheng Hong FSC
- Produced and edited video and audio materials used in engaging the children

**'Helping the Underprivileged' VIA project, VIA Chairperson****Mar 2020 - Jul 2020**

- Collaborated with The Salvation Army to create a lesson plan for schools that raises awareness on various disadvantaged groups in society
- Lead a team of 30+ members, setting milestones, monitoring each departments' progress and giving constructive feedback
- Implemented gamification by developing an original video game to increase student engagement

## Skills & Interests

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**Programming languages:**

Python, R/RStudio

**Digital tools:**

Canva, Capcut, Adobe Premiere Pro, Audition, Audacity, Microsoft Office Suite(Word, Excel, PowerPoint)

**Languages:**

English(proficient), Chinese(basic)