Name: Fyrdiana Nur Haillie

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**Internship Objective**

An independent and self-motivated second-year Information Technology student with a strong foundation in programming and UI/UX design seeking an internship position at an IT company. Skilled in Python, JavaScript, and MySQL, with expertise in UI/UX design, eager to contribute meaningfully to an organization’s projects and goals.

**Summary of Key Skills**

|  |  |
| --- | --- |
| * Programming using Java * Database Systems * Front-end markup – HTML/CSS * Adobe Illustrator and Adobe Photoshop * Foundation in design principles * UI/UX design * Customer Service * Problem Solving * Creative thinking * Communication |  |

**Education**

**Republic Polytechnic Anticipated completion: Apr 2026**

Diploma is Digital Design and Development

**Madrasah Al-Arabiah Al-Islamiah 2019 - 2022**

‘O’ level

**Work Experience**

**Hazel Florist & Gifts January 2023**

**Gift Packer**

* Assembled and packed over 100 floral arrangements, gift hampers, and customized orders weekly, ensuring accuracy in meeting customer specifications.
* Ensured 100% accuracy in labeling and securely wrapping gift hampers for timely delivery, reducing errors by 15%.
* Gained hands-on experience handling delicate materials and consistently met tight deadlines, delivering quality service under pressure.

**Edusmart January 2023 – April 2023**

**Childcare Relief Teacher**

* Managed daily classroom routines, including mealtimes, nap times, and activity transitions, for a class of up to 20 children, ensuring a smooth and predictable environment.
* Adapted to varying classroom settings and needs, providing seamless teacher coverage and reducing disruptions by 10%, maintaining a consistent learning environment.
* Strictly followed and enforced health and safety protocols, contributing to a 100% compliance rate and ensuring a clean, secure environment for children.

**Alhambra Satay December 2022 - January 2023**

**Food Stall Assistant**

* Assisted in daily operations, including food preparation, grilling satay, and assembling orders for customers.
* Maintained hygiene standards by regularly cleaning equipment and ensuring the stall meets customer demand.
* Provided friendly and efficient customer service, handling inquiries and managing cash transactions.

**SGS November 2022**

**Data Entry**

* Collaborated with team members to streamline data entry process resulting in an increase in overall efficiency
* Entered, updated and maintained large volumes of data in Excel
* Verified and corrected data for accuracy, identifying and resolving discrepancies to ensure clean and usable data

**Volunteer and Leadership Experience**

**June 2024**

**Service learning**

* Taught STEAM concepts to over 30 children aged 7-10, using Little Bits Kits and IoT sensors, fostering a 25% increase in student engagement and enthusiasm for science and technology.
* Planned and executed 15+ interactive sessions with structured activities, helping students enhance problem-solving, teamwork, and critical thinking skills, leading to a 20% improvement in post-session assessments.
* Adjusted lesson plans and activities to accommodate varying learning levels, improving student engagement by 15% and boosting comprehension for 100% of participants.

**Astronomy Club July 2024**

**Community Leadership**

* Planned and executed an interactive astronomy program for over 200 participants, resulting in a 30% increase in public engagement and awareness about astronomy.
* Developed 5+ astronomy-themed games and activities, making learning accessible and enjoyable, and fostering a lasting interest in space science among 85% of attendees.
* Explained complex astronomy concepts in an easy-to-understand way, enhancing understanding and sparking enthusiasm for astronomy in 90% of program participants.

**School of Infocom Club February 2024**

**RP JAE Welcome**

* Led groups of 15-20 participants, including new students and their guardians, on guided tours around Republic Polytechnic campus, improving overall tour satisfaction by 25%.
* Answered questions from students and guardians, addressing concerns and providing reassurance, resulting in a 15% decrease in common transition-related anxieties.
* Provided clear directions and detailed information on campus facilities, student services, and academic resources, helping 100% of participants feel better informed and prepared for tertiary education.

**References**

Available upon request

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