



# LEE RUO QI HILDA



## CONTACT



### Phone

+65 8499 0635



### Email

leehilda.rq@gmail.com



## EDUCATION

- » **#GETREADYSG**  
**Full Stack Software Developer**  
Graduated 2022  
Temasek Polytechnic
- » **Diploma in Business Studies**  
Graduated 2011  
Ngee Ann Polytechnic
- » **Graduated in 2007**  
**GCE 'O' LEVEL**  
**GCE 'N' LEVEL**  
Paya Lebar Methodist Girls' School (Sec)



## ABOUT ME

Enthusiastic individual value a good teamwork. Looking to enter into tech industry.

Excited to use newly learnt front end development and backend skills to deliver business value across multiple discipline.



## WORK EXPERIENCE

### » OnLoop Pte Ltd, SINGAPORE

#### IT Apprenticeship

July 2022

- + Software Developer
  - Mobile application bugs fixes and building using flutter
  - Design and develop front end architect for new web application
  - Participate scrum meetings
- + Product Owner
  - Worked collaboratively with current Product Owner on product
  - Manage and maintain product backlog
  - Attend scrum planning for clarifications to developer
- Events
  - + • Successfully plan and execute 13pax engineering summit in Batam
  - Represented OnLoop in HR Tech Conference 2022

### » JUZ INTERIOR PTE LTD, SINGAPORE

#### PROJECT MANAGER

2019 - 2021

- Develop pipeline to track progress
- Familiarizing with regulatory bodies requirement for submission & approval
- Pioneer brief, pipeline and costing for client
- Software used: SketchUp, Adobe Illustrator
- Completed a \$100,000 interior design contract

### » HUP KIONG PTE LTD, SINGAPORE

#### SALES MANAGER

2015 - 2018

- Forecast market landscape sales target for executives
- Assist sales executive in achieving sales target
- Attend at least 5 international exhibitions and trade shows annually.
- Worked with Architects & designers for business growth.
- Expand target market for new business opportunities
- Closing contract like EON Shenton, Tekka Mall, The Centrepont and more



## CERTIFICATE



## SOCIAL

<https://www.linkedin.com/in/hildalee-rq>



## LANGUAGE

- English
- Mandarin



## HOBBIES



Travelling



PADI Instructor



Class 2b  
Class 3



Volunteering

## REFERENCE

### Mr Per

Hup Kiong Pte Ltd.  
Director  
+65 9852 4700

### Mr Ian

Juz Interior Pte Ltd.  
General Manager  
+65 9173 2940

### Mr Rexcel

Career Advisor  
+65 9630 3202



## WORK EXPERIENCE (CONT')

### SALES EXECUTIVE

2011 - 2015

- Present and promote products to increase market presence.
- Establish new business connections
- SGD \$1mil sales annually
- Develop own sales strategy for service differentiation and growth

### » IKANO Pte Ltd, Singapore

### SALES ASSOCIATES

2011

- Increase customer retention rate through customer store experience
- Manage and plan display
- In-depth product knowledge
- Liaising with multiple stakeholder co-ordination

### » INTERNSHIP - HOLIDAY INN, CHINA (SUZHOU)

### Management Trainee

2010

- Handling VIP and Corporate guests check-ins and check-out
- Managing staffing for the month
- Resolve complaints
- Maintain records and local invoicing systems
- Conduct basic English language training to staff

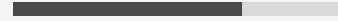


## MY TECHNICAL EXPERTISE

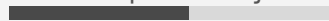
Google Suits



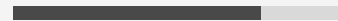
Flutter



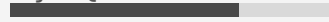
JavaScript & Vue.js



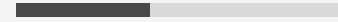
HTML & CSS



My SQL



Java



## MY INTERPERSONAL SKILLS

Empath



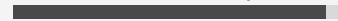
Independence



Critical Thinking



Business Development



## PRODUCT & PROJECT DELIVERY

Team Collaboration



Acts Decisively



Update Backlog



Stakeholder Management



Articulate Goals clearly



Lives by Scrum Values

