

# Nur Edlyana Binte Muhammad Ali Imran

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Blk 2001A Compassvale Street, 542299

## POLYTECHNIC STUDENT

Driven and dedicated individual seeking a role within an organisation as either outfield or office personnel. Possesses a robust foundation in leading hybrid teams, excellent communication skills, and a proven ability to deliver successful project and event outcomes. Open-minded, always eager to learn, and committed to continuously growing by adapting to new challenges.

## KEY COMPETENCIES

Critical thinking skills	Report writing and presenting	Strong interpersonal skills
Curious and open to learn	Communication skills	Meticulous and sound
Proactive and self-motivated	Problem solving	Leadership and teamwork

## PROFESSIONAL EXPERIENCE

**Republic Polytechnic (RP)** **Apr 2024 - Present**

**Service-Learning Club - EXCO Member, Head of Trainings**

Developed and implemented effective training programs for the community, school, and club. Competent in developing community collaborations, designing curricula, and exercising leadership. Dedicated to empowering individuals through experiential learning and devoted to promoting constructive social change and community engagement.

**Greendale Secondary School (GDLSS)** **July 2020 - Mar 2022**

**National Police Cadet Corps (NPCC) - Head of Secondary 1/2 Training Board (TB)**

Actively developed and implemented training programs with ambition that provide successful and noteworthy learning outcomes. Made significant contributions to GDLSS NPCC's programs and activities.

**Greendale Secondary School (GDLSS)** **Jan 2019 - Aug 2022**

**Student Council - Sub Committee Member, Committee of Service (COS)**

Collaborated and executed various major events and community service initiatives during the Circuit Breaker period. Successfully led and inspired student leaders, by demonstrating strong leadership and organizational skills.

## EDUCATION & CERTIFICATIONS

**Diploma in Digital Design and Development**  
Republic Polytechnic

**Director's Roll of Honour**  
Republic Polytechnic (AY2023 Sem 1)

**SMEF-Lieutenant Adnan Award**  
AMP Singapore (2023)

**Edusave EAGLES Awards**  
Greendale Secondary School (2022)

**NPCC Best Unit Cadet Award**  
Greendale Secondary School (2022)

## EXTRACURRICULAR ACTIVITIES

**Head of Trainings, Service-Learning Club**  
Republic Polytechnic

**Community Volunteer**  
National Library Board Singapore, Youth Corps  
Singapore, Republic Polytechnic, Yayasan Mendaki,  
AMP Singapore