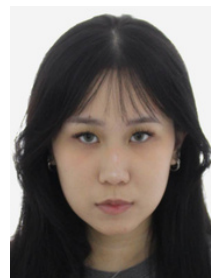


ELVINA CHEONG JING TING

Student



CONTACT

☎ (65) 9235 5982

✉ 22016916@myrp.edu.sg

in [My LinkedIn](#)

EDUCATION

Republic Polytechnic

Diploma in Digital Design & Development

Anticipated Completion Date: May 2025

Greenridge Secondary School

O-Level Certificate

2018 - 2022

North Spring Primary School

PSLE Certificate

2012 - 2017

TECHNICAL SKILLS

- Adobe Photoshop, Illustrator, XD
- Canva
- Programming using HTML, CSS
- Microsoft Office tools

CRITICAL CORE SKILLS

- Customer service
- Creative thinking
- Collaboration
- Critical analysis
- Flexible and adaptable to changes

INTERNSHIP OBJECTIVE

My name is Elvina Cheong and I am a third-year student currently pursuing a Diploma in Digital Design and Development in Republic Polytechnic. As a self-motivated, highly driven person, I am always looking for ways to evolve my current skillset. I am eager to apply the UI/UX skills such as Adobe Photoshop, Adobe Illustrator, Canva, and Adobe XD that I have acquired during my time in Republic Polytechnic and make positive and creative contributions to the organization.

WORK EXPERIENCE

WAITRESS

Tonkotsu Kazan Ramen - Sunpark Singapore Pte Ltd

January 2022 - April 2022

- Practiced safe, sanitary food handling for preparation and service to provide a pleasant dining experience for customers.
- Bussed and reset tables, kept the dining and work areas clean.
- Cultivated warm relationships with my coworkers and customers.
- Learned how to handle tough customers professionally.

WAREHOUSE ASSISTANT

Direct Link Pte Ltd

November 2021 - December 2021

- Assisted with stock takes to promote accurate inventory processes.
- Participated in training and development opportunities, which provided me with knowledge and skills to work productively.
- Developed strong teamwork and communication skills.