

EDUCATION

Singapore University of Social Sciences Bachelor of Science in Business Analytics <ul style="list-style-type: none">CGPA 3.52/5.0	JUL 2018 – JUL 2022 (expected)
Jurong Junior College GCE "A" Levels	FEB 2016 – DEC 2017

WORK EXPERIENCE

Writers@Work Enrichment <i>English Tuition Centre for Primary and Secondary levels</i> Teaching Assistant and Part-Time Teacher Responsibilities include: <ul style="list-style-type: none">Teaching a regular P4Write class of 3 students from end May 2019 to end September 2019Marking and grading scripts, ranging from P2 to APW (Secondary 3 and 4 students)	JUN 2018 – Present
ERGO Insurance Pte Ltd <i>Insurance Company</i> Temporary Administrative Assistant for the Marine Underwriting Team <ul style="list-style-type: none">Managed the requests for insurance policies from current clientsConsolidated statistics by using pivot tables on Excel	JAN 2018 – APR 2018

ACTIVITIES

Band Member in Primary, Secondary and JC Section Leader (Trumpet), Band Major (Admin), 2014-2015 <ul style="list-style-type: none">Consolidated the practice attendance in Excel spreadsheetTook part in planning the band's Games Day in 2014	2008 – 2017
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ACHIEVEMENTS AND AWARDS

Singapore Youth Festival (SYF) Arts Presentation 2017 (Certificate of Accomplishment)	APR 2017
Singapore Youth Festival (SYF) Arts Presentation 2015 (Certificate of Accomplishment)	APR 2015
Singapore Youth Festival (SYF) Arts Presentation 2013 (Certificate of Accomplishment)	APR 2013

SKILLS AND COMPETENCIES

- IT Skills: Python, Excel Visual Basic (Introductory level), R (Introductory level)
- Language Skills: English (Native), Mandarin (Fluent)
- Learn to Speak Korean 1 by Yonsei University on Coursera. Certificate earned on Saturday, June 30, 2018 8:21 AM GMT
- Certificate of Completion for Introduction to Social Media Analytics from Temasek Polytechnic, obtained in July 2018