

## EXECUTIVE SUMMARY

A highly organized and resourceful individual with experiences in the healthcare industry, working in human resources and epidemiology research. Strong analytical skills and logical thinking paired with technical skills in programming.

## TECHNICAL SKILLS

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**Programming Languages:** Java, Python, Javascript

**Applications:** OpenCV, Keras, Scikit-learn, Tesseract OCR

**Web development:** HTML/CSS, Bootstrap framework

**Operating System:** Linux

## EDUCATION

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**Bachelor of Science (Computer Science).** Memorial University of Newfoundland (Newfoundland, Canada)

- Cumulative GPA: 3.71/4
- Expected Graduation Summer of 2022
- Dean's List Faculty of Science 2018-2019

**Diploma in Environmental Sciences.** Republic Polytechnic (Singapore)

- Graduated on May 2014

## PROFESSIONAL SKILLS DEMONSTRATED

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### NATIONAL ENVIRONMENTAL AGENCY

April 2018 – August 2018

A government organization which develops and spearheads environmental and epidemiology research programs in Singapore.

#### **Research Assistant**

Leads backend and field support for nationwide dengue control initiative, Project Wolbachia

- **Data Processing and Management:** Oversee the collection and analysis of field studies and lab reports.
- **Research Design:** Regularly develop protocols and procedures with supervisor.
- **Technical support:** Provide field support for deployment and collection of research specimens across the surveyed areas. Contributed to 80% reduction in the population of Aedes Aegypti mosquitoes.

### NATIONAL HEALTHCARE GROUP

November 2017 – April 2018

A public healthcare system that manages several hospitals, national specialty centers, and polyclinics in Singapore.

#### **Executive Assistant**

Oversees management of the operational budgets, delegates and tracks administrative tasks.

- **Executive Support and Scheduling:** Prepare annual budget reports for scholarships, residency training of healthcare professionals.
- **Office Administration and Organization:** Drafting and filing formal documentation for new hires,

recording employees' medical claims in the organization's HRIS system and filing physical copies appropriately for audit, insurance, and other record keeping purposes.

## PROJECTS

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**GITHUB REPOSITORY:** <https://github.com/francelow>

### COMPLETED

**Receipt reader:** Image processing of paper receipts using OpenCV and Tesseract-OCR to parse paper receipts and output receipt contents into a text document.

(November 2019 – December 2019)

**Ricochet Robots boardgame:** Worked in a team on a multi-stage Java-based project to create a boardgame. Process involving UML software design, project management, Code Maintenance and Testing

(January 2020 – April 2020)

### ONGOING

**Grocery budget app:** Working on an expense report system that parse grocery receipts and extract relevant data to create a budget report from the purchases using deep learning and computer vision algorithms.

(December 2019 – Present)

**Personal portfolio website:** Building a responsive personal website using HTML/CSS and Bootstrap.

Demo @ [https://francelow.github.io/Personal\\_Website/](https://francelow.github.io/Personal_Website/)

## AVAILABILITY

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- 2 May – 31 August 2020 (Semester break)
- Serving SHN (Stay-home notice) in Singapore from 17<sup>th</sup> April 2020 to 2<sup>nd</sup> May 2020.