



REGINI LEE JIN NI

EDUCATION

Aug 2018 – Present

National University of Singapore, Singapore
Bachelor of Computing (Information Systems) with Honours

- Expected Date of Graduation: May 2022

Jan 2017 – Nov 2017

Sunway College, Selangor, Malaysia
Western Australian Certificate of Education (WACE)

- ATAR 96.00 (Top 4% of 2017 WACE Global Cohort)

Jan 2012 – Nov 2016

Catholic High School, Selangor, Malaysia
Malaysian Certificate of Education / Sijil Pelajaran Malaysia (SPM)

- 9 subjects with Grade A+, 2 subjects with Grade A

WORK EXPERIENCE

Future Ready Academy
Digital Marketing & Content Designer



May 2020 – Aug 2020

- Designed marketing collaterals including Facebook and Instagram posts, web and email banners, brochures, posters, and presentation slides.
- Created original content and managed social media platform including Facebook, Mailchimp and Instagram to increase brand awareness and sales.
- Designed, created and maintained a website for an external client, JN Capital. (Link: <https://jn-capital.com>)
- Developed a curriculum called "Young Leaders Program" focusing on cultivating a growth mindset and resilience in children to supplement other programs offered by the company.

ACTIVITIES AND PROJECTS

Block 7 Vice Block Head, Raffles Hall

Aug 2020 – Present

- Organized activities for the residents to bond with each other and create a lively and welcoming atmosphere in the residential block.
- Assisted the Head in handling administrative and financial matters.

CONTACT



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<https://genieelee.github.io/>



Regini Lee

SKILLS

Graphical

Adobe Illustrator CC
Adobe Lightroom CC
Adobe Photoshop CS6

MS Office

Word
Excel
PowerPoint

Web

HTML
CSS

Programming

Java

Interpersonal

Organizational Leadership

Communication Skills

Creativity Skills

LANGUAGES

Native or Bilingual Proficiency

Mandarin

English

Professional Working Proficiency

Malay

Limited Working Proficiency

Cantonese

Designer, Raffles Hall Developers

Aug 2020 – Present

- Created a Branding Guide to represent RH Devs (Raffles Hall Developers), a new co-curricular activity aimed to provide opportunities for RH residents to get hands-on experience in web application design and development.
(Link: <https://www.behance.net/gallery/110983973/RH-Devs-Branding-Guide>)
- Designed and created vector icons for the web application.

President, Raffles Hall Choir Group

Feb 2019 – Apr 2020

- Demonstrated leadership abilities and communication skills through the management of a choir consisting of 60 members.

Emcee, 15th School of Computing Term Project Showcase

Nov 2019

- Joined the organising committee for the 15th School of Computing Term Project Showcase (STePS) event in NUS as the emcee.
- The event was participated by 1390 students, professors and industry guests and its aim is to showcase final year projects.

Publicity Department Member, Student Life Fair 2019

Jan 2019 – Aug 2019

- Self-learned and applied knowledge of Adobe Illustrator while designing physical marketing collaterals for NUS Student Life Fair.

Secretary, Malaysian Freshmen Orientation Camp

Mar 2019 – Jul 2019

- Organised a camp with a team of 30 committee members to provide guidance and assistance for Malaysian freshmen in NUS.
- Facilitated and bridged the communication between freshmen, committee members and alumni during the entire project.
- Demonstrated a keen eye for detail by ensuring a smooth flow of events through timely and accurate updates.

VOLUNTEER EXPERIENCE

Volunteering Event Planning Committee, HCA Hospice Care

Feb 2019

- Co-planned and participated in a volunteering event with Raffles Hall Volunteer Corp to spend time with elderly patients under the care of HCA Hospice Care, Singapore.

Book Donation Drive, The Revolving Library

Apr 2015

- Collaborated with The Revolving Library to organise a book donation drive in Catholic High School and donated 120 reading materials to underprivileged children in Malaysia.