

Ghingmo Luk

Melbourne, Victoria | 0403128323 | ghingy88@gmail.com

Objective

Currently studying at RMIT, I am eager assist organizations with the skill sets I acquired and learnt in a professional manner across a range of industries whilst expanding my skill sets and knowledge.

Education

BACHELOR OF BUSINESS (INFORMATION SYSTEMS) (APPLIED) | 2021 - 2024 | RMIT UNIVERSITY

- Major: Information systems
- Recipient of RMIT course work scholarship 2021
- Recipient of Western Chances scholarship 2020 - 2021

TAYLORS LAKES SECONDARY COLLEGE | 2019

- Completed Victoria Certificate Education

Skills & Abilities

- SQL and Databases
- Business IT infrastructure
- System analytics and Business analytics
- HTML web design (PHP, JS, HTML)
- Proficient in Microsoft word, Excel, and PowerPoint
- Python, Java programming
- Excellent customer service and communication skills
- Conversational in Cantonese and Elementary level in Mandarin
- Strong organization time management
- Teamwork skills

Experience

LAKSA KING KITCHEN, SOUTHLAND 2019-2020

- Learnt effective communication with customers
- Task time prioritisation
- Upheld many responsibilities such as serving customers, entering orders in a data base, ensuring positive customer relations

GAOTEK NEWYORK, SOFTWARE DEVELOPER INTERN, FEB 2022 – APRIL 2022

- Tech writing
- Technical and software architecture
- Communications with teams and sales staff
- Digital marketing
- Testing plans