

Harry LAM

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Apply for Junior Frontend Developer

A detail-oriented Administration Officer with 2 years of experience to support Accounting, IT, HR and Admin functions in the company. Possess excellent time management skills, ability to multi-tasks and fast learner. Through Generation's course and self-study, I learn some programming skills, such as HTML, CSS, JavaScript, React.js etc. For the future, I am looking for an opportunity that lets me expand my programming skills and put my knowledge into practice. Please feel free to visit [my portfolio](#) if any interests of my project.

Project Experience

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| Project Name | Task Manager |
| Project Description | A web application with responsive design where user can login to access own tasks, add new tasks, edit, and delete tasks. It also has a calendar that user can see the tasks by date. |
| Technical Skills | React.js, Firebase, Bootstrap, MUI, jQuery |

Education

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| Nov 2021 – Feb 2022 | Generation Hong Kong Front-end Web Developer Program |
| Sep 2017 – Aug 2019 | Hong Kong Institute of Vocational Education (Chai Wan) Higher Diploma of Accountancy |

Work Experience

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| Aug 2019 – Oct 2021 | Administration Officer, AccGirl Limited (Innomind Commercial Limited) <ul style="list-style-type: none">Handle in-house accounting work and cashier operations dailyBuild various software tools to automate and simplify work processCreate and maintain databases by Microsoft AccessHandle basic IT issues for all colleagueAssist in personnel management and the monthly payrollAdministrative assistance for all colleague to increase efficiencyComplete other affairs given by the company, follow the results and report timely |
| May 2018 – Aug 2019 | Server (Part-time), HABITŪ table <ul style="list-style-type: none">role as a cashier, present menus and take orders, brewing coffee and mixing drinks |
| Jun 2017 – Mar 2018 | Cashier (Full-time), Chung Wing Fruits Company Limited <ul style="list-style-type: none">Input data, filed documents, accounting work, acted as a cashier and offered customer service |

Technical Skills

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| Accounting software | Sage 50 Peachtree, MYOB, Microsoft Office Accounting |
| Programming skills | HTML, CSS, JavaScript, React.js, API, Bootstrap, Git, GitHub, Firebase, Node.js |

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| <u>Availability</u> | <u>Expected Salary</u> |
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immediate

Negotiable