Javerine Tan Jing Xuan

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Objective:
Results-driven and highly motivated Applied AI & Analytics enthusiast with a strong foundation in data analysis and machine learning. Seeking a challenging role to leverage my skills in turning data into actionable insights to drive effective business strategies.

Education

Nanyang Polytechnic   180 Ang Mo Kio Ave 8, Singapore 569830
Diploma Applied AI & Analytics   April 2022 - Expected April 2025
- Proficient in data analysis techniques and tools, including **Python, R programming, Tableau, Power BI**, and statistical analysis.
- Acquire in-depth knowledge of various machine learning algorithms like **clustering, random forest, and regression** and their applications in real-world scenarios.
- Skilled in database design, **SQL queries, Big Query**, and data manipulation.
- Proficient in data mining techniques and pattern recognition for data-driven decision-making.
- Experienced in web scrapping using **parseHub, Python**, and **Jupyter Notebook** to extract data from websites.
- Competent in data collection and processing with **KNIME,** ensuring compliance with PDPA rules
- Well-versed in utilizing business intelligence tools to extract insights and drive effective business strategies.

Convent of the Holy Infant Jesus (CHIJ) Secondary   626 Lor 1 Toa Payoh, Singapore 319764
O'level (Express)   January 2018 - January 2022
- Promoted cyber threats awareness and education among classmates to enhance online safety.
- Assisted classmates in understanding how to protect themselves from cyber threats.

Projects
- **Visual Analytics Project:**
  - Used **PowerBI** to showcase Singapore as an attractive option for potential residents, especially young adults.
  - Received a <u>distinction</u> for this project and presentation.
- **Statistical Research Analysis:**
  - Conducted research on "Is Singapore a good country to live in based on the cost of living."
  - Analyze the data collected using **Excel's analytical tools** and create visuals to support my hypothesis of the cost of living is high.
  - Recieved a <u>distinction</u> for this project.
- **Predictive Analytics Project:**
  - Using various machine learning algorithms and the **SAS** platform to predict electricity usage with a target accuracy of at least 80%.
- **UXD Project (User Experience Design):**
  - Design a website based for a luxury hotel based on user requirements using HTML, CSS, and Javascript
  - Received a <u>distinction</u> for this project.
- **Web Development**:
  - Developed a front-end and back-end application using **Flask** for a bubble tea shop to facilitate digitalization

Leadership Experience

President, Ladies in Tech (LIT) Club   180 Ang Mo Kio Ave 8, Singapore 569830
October 2023 - Present
- Leading LIT to promote Information Technology skills among female students
- Planning and executing club initiatives, events, and workshops to foster a supportive and inclusive tech community

Head of Publicity, Ladies in Tech (LIT) Club   180 Ang Mo Kio Ave 8, Singapore 569830
November 2022 - October 2023
- Led the publicity efforts for LIT to promote LIT skills among female students
- Coordinated the preparation of workshop event materials, including posters and announcements, to facilitate successful workshops and events.
- Managed and updated the club's social media platforms and website to engage with the community and increase awareness of the club's activities
- Organized and hosted various events of club activities, including:
  - C Family Workshop: Increased audience participation rate by **50%** generating greater interest in the club and attracting more people to join
  - "Grow Your Career" Event: Played a key role in coordinating the event in collaboration with AWS, providing valuable insights and opportunities for participants to explore career paths in the tech industry

Senior Planning and Logistic Leader, Automation and Robotic Club   626 Lor 1 Toa Payoh, Singapore 319764
February 2019- December 2021
- Managed logistics and planning for the club's events and competitions, ensuring seamless coordination and execution
- Assisted the team in preparation for competitions, contributing to the club's success in various events.
- Implemented promotional strategies, tripling club members by reaching out to more girls in the school
- Led and guided club members during competitions and fostering effective teamwork and achieving commendable performance

- Developed and implement a digitalized online storage system using **Google Sheets, Google Forms, and Power App** to track equipment, enhancing organizational efficiency and equipment management.

Awards
- **Build on Singapore Hackathon 2022 Amazon and NUHS (Terriatry Category): 1st Runner Up**
  - Created a simulation and data collection of medicine collection using a design robot for medication dispensing, utilizing AWS services
  - Developed skills in using AWS services and managing limited credits provided.
- **PolyFintech 100 API Hackathon 2022:** Preliminary Round
- **GeekOut 2022**
  - Organized by GovTech
  - Collaborated with, various individuals, expanding my network and knowledge.
- **Mother St Mathilde Awards (Outstanding Leadership) 2022**
  - Recognized for outstanding leadership in my co-curricular activity (CCA) and schoolwork
- **Edusave Awards for Achievement, Good Leadership, and Service (EAGLES) 2021**
  - Acknowledged for demonstrating leadership qualities, contributing to the community and schools, excellence in non-academic activities, and displaying good conduct
- **Drone Odyssey 2020 (Coding Challenge)**
  - Represented my school and achieve 1st place individually in the coding challenge
- **DigiGirlz Singapore 2020**
  - Organized by Infocomm Media Development Authority, Tinkercademy, and Microsoft
  - Engaged in app development using Power Apps during the 2 days event.
- **Australian Mathematics Competition 2019**
  - Received a Certificate of Proficiency

Certifications
Microsoft Certified: Power BI Data Analyst Associate | Coursera UX Design Certification | Coursera Google IT Automation Badge | Coursera Google Data Analytics | Google Analytics Certification | AWS Academy Cloud Foundations | ParseHub Web Scrapping Certification | AI For Industry - Literacy in AI | AI For Everyone - Theory

Volunteer Experience
Organizer and Facilitator, Technology Workshop for Elderly   November 2019
- Coordinated a volunteering session to teach elderly residents in local old folks' homes how to use Google Drive, WhatsApp, and Youtube.
- Developed instructional materials and conducted interactive sessions to enhance their digital literacy skills
- Received positive feedback from participants and the home staff for the successful and impactful workshop.

Work Experience
Mount Elizabeth Hospital Singapore   38 Irrawaddy Rd, Singapore 329563
Patient Account Officer   August 2022 - October 2022
- Provided exceptional customer service to patients, ensuring a positive and pleasant experience during their hospital visit.
- Coordinate administrative tasks, contributing to streamlined hospital operations.
- Proficient in medical coding, ensuring accurate billing and adherence to coding standards.