EXPERIENCE

WORK AND INTERNSHIPS

Part-time Private Tutor | Secondary school and Junior College level | June 2019 – Present

- Taught Secondary school Combined Sciences, Pure Chemistry and Junior College H2 Chemistry
- Planned engaging lessons
- Built strong rapport with both students and parents
- Maintained open communication with parents about students' progress
- Established clear objectives and goals for students to work on
- Constructed own materials according to the student's needs
- Adopted a flexible and versatile teaching style for every different student

Smooy - Natural Ice Yogurt (Yuyi PTE LTD) | Polyvalent employee | March – August 2018

- Managed purchase transactions daily by meticulously handling all the money with 100% accuracy
- Provided excellent customer service and were offered an extension of contract
- Managed stock taking and re-organized resources
- Learnt to satisfy both customers' and employers' demands even if they are conflicting
- Learnt to adapt quickly to new environments
- Built confidence to single-handedly make impromptu decisions

EDUCATION

NATIONAL UNIVERSITY OF SINGAPORE

Aug 2018 – Present

Bachelor in Science (Chemistry)

Chemistry

May 2022





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Website: jiamintoh.github.io

Marina Bay Cruise Centre | Check-in Agent | July – September 2016

- Learnt to adjust to electronic devices efficiently.
- Picked up plenty of customer service skills
- Learnt to push through personal limits and discomfort to fulfil job requirements.
- Provided customers with politeness and professionalism

CCA AND VOLUNTEER EXPERIENCES

NUS Science Bash (pageant) | Sub-committee Welfare Member | Aug 2018 – present

- Organized outdoor and overseas activities for the committee and successfully strengthened the bond between them
- Led the committee through events such as Halloween and Valentine's Day booth decoration
- Ensured that the welfare of the participants was taken care of through reassurance and effective communication

National Youth Council Singapore | Tutor | Dec 2017 – Jan 2018

- Conducted one-on-one Physics lessons for 2 Secondary level special needs students and helped them to pass their common tests.
- Broke down difficult concepts to help students understand better
- Inspired the students through close mentorship and imparted knowledge beyond academics to help them explore their interests

Student Ambassador | Ambassador | Jan 2016 - 2017

- Put professional skills to work through helping host major school events
- Responsibilities included ushering important stakeholders of the school from different countries.
- CCA inculcated valuable grooming skills

ADDITIONAL INFORMATION

Language: Strong execution of English and Chinese

Computer: Python, Microsoft Excel, HTML, CSS

Interests: Piano, Yoga, Teaching

Academic Awards: Edusave Award for Achievement, Good Leadership and Service 2016 Edusave Good Progress Award 2016