

Mr. See Kwok Sern No.21, Jalan Ceria 8, Taman Nusa Indah, 81200 Johor Bahru, Johor. 010-6622426 kwoksern.see@gmail.com

#### **PROFILE**

A hardworking and enthusiastic fresh graduate able to start work immediately majoring in Industrial Chemistry with industrial work experience. Possesses excellent analytical, time management and communication skills. Highly organised and results oriented individual who works efficiently and effectively in teams.

### **ACADEMIC ACHIEVEMENTS**

# **Tertiary**

2011 - 2014

Major: Bachelor of Applied Science (Industrial Chemistry)

Minor: Management

University of Science, Malaysia (USM)

#### Academic achievements

• CGPA: 3.73

- 5 semesters Dean's List recipient
  - ❖ An undergraduate whose CGPA is at least 3.50 will be awarded a Dean's List Certificate
- Kuok Foundation Study Award recipient for 3 years
  - ❖ A half loan-half grant scholarship that has to be renewed every year in which the CGPA must be at least 3.00
- Golden Key International Honours Society member
  - ❖ An invitation letter will be given to the top 15% undergraduates whose CGPA must be at least 3.50

### Subjects taken

- Analytical Chemistry I, II
- Organic Chemistry I, II
- Inorganic Chemistry I, II
- Physical Chemistry I
- Chemistry Practical I, II, V
- Unit Operations
- Unit Operations Practical
- Material Chemistry
- Chemical Engineering Thermodynamics
- Chemical Processing
- Pollution and Environmental Chemistry
- Polymer
- Physics I (Mechanics)
- Physics IV (Modern)
- Final Year Project on the application of polyhydroxyalkanoates

- Industrial Practical
- Academic English
- Scientific and Medical English
- Malay Language IV
- Japanese Language I
- Introduction to Management
- Finance and Accounting
- Operations Management
- Organisational Behaviour
- Calculus
- Programming for Scientific Applications
- Statistics for Science Students

# **High School**

2009 - 2010

Sijil Tinggi Peperiksaan Malaysia (STPM)

Equivalent to A-Level

SMK Sultan Ismail, Johor Bahru, Johor

#### Academic achievements

- CGPA: 3.75
- Malaysian University English Test (MUET): Band 4
  - ❖ An English Language proficiency test; Band 1 is the lowest grade while Band 6 is the highest grade
- Student with Excellent Personality Award (2010)

# Secondary

2004 - 2008

Sijil Pelajaran Malaysia

**\Display** Equivalent to O-Level

SMK Taman Tun Aminah, Skudai, Johor

### Academic achievements

- 9A, 3B
- General Certificate of Education (GCE) Ordinary Level Grade, English Language: A
- Level 2 Certificate in Book-keeping and Accounts

#### **EXTRACURRICULAR ACTIVITIES**

## **University Level**

- Lifesaver with Bronze Medallion and CPR qualifications (2014)
- Penang Bridge International Marathon Full Marathon 42.195km Finisher (2013)
- Penang Bridge International Marathon Half Marathon 21.0975km Finisher (2012)
- Participant of USM Botanical Marathon (2013)
- Member of 'Qigong' society (2013)

# **High School Level**

- Main committee of Chemistry Exhibition during the Opening Ceremony of the New School Building (2010)
- Main committee of Chemistry Exhibition during the Golden Jubilee Fiesta (2010)
- First runner-up of Tug-Of-War Interclass Competition (2010)
- First runner-up of Petanque Competition (2010)
- Participant of Health Run (2010)
- Participant of 4x100m Relay and Tug-Of-War during Sports' Day (2010)
- Main committee of ICT Festival (2009)

# **Secondary School Level**

- Merit achiever of the Malaysian National Chemistry Quiz (2008)
- Vice-president of the Science and Mathematics Society (2007)
- First runner-up of Secondary School Level Science Practical during the Johor Bahru Science and Technology Festival organized by PPD, JB (2007)
- Participant of the Nusajaya Johor-Singapore Secondlink Bridge Marathon (2007)
- Participant of Scrabble Competition organized by PPD, JB (2005 & 2007)

### SKILLS AND PERSONAL ATTRIBUTES

#### Academic skills

- Sound knowledge of chemistry and laboratory fundamentals
- Knowledgeable in GC-MS, HPLC, NMR, DSC, FT-IR, UV/Vis Spectrophotometry
- Possesses problem-solving and analytical skills
- Strong desire to obtain new knowledge and experiences
- Fair academic and scientific report-writing skills developed from course assignments and laboratory works in university
- Knowledgeable in using Microsoft Words, Excel, Powerpoint and Prezi
- Basic knowledge in C++ programming language

#### Communication and teamwork skills

- Fluent in English and Mandarin, fair in Malay language
- Understands Cantonese but fair in speaking
- Excellent interpersonal and teamwork skills cultivated through university group projects
- Demonstrates fair leadership and deals with people in a confident but friendly manner

### Self-management and organisational skills

- Efficient in self-management and meeting deadlines, demonstrated by coping well with university assignments and exams
- Enthusiastic commitment in getting things done and tireless diligence
- Able to work under pressure and with less supervision
- Responsible, patient and possesses excellent time-management skill

#### **WORK EXPERIENCE**

2013  $(1^{st} July - 23^{rd})$ August)

Industrial trainee, Primechem Malaysia Sdn. Bhd., Johor

- Completing the projects that are given including a thinner blending time validation project to test the effectiveness of the current blending time to produce a homogeneous mixture
- Performing daily quality control (QC) and quality analysis (QA) using GC and Karl Fisher Titrator
- Preparing certificate of analysis (COA) and material safety data sheet (MSDS)
- Communicating with employees from the production and operational line as well as office staffs

2011 (1<sup>st</sup> January -31<sup>st</sup> August)

Cashier and Service Attendant, Hai-O Raya Bhd., Johor

- Learning basic knowledge on medicinal herbs and Chinese medicine
- Attending to customers' needs effectively and efficiently

• Checking and evaluating the stocks as well as making deposits of Hai-O Raya outlet's earnings into its bank account

2012 (1<sup>st</sup> July - 31<sup>st</sup> August)

### **REFEREES**

Mr. Frankie Ng Chong Meng

Senior Chemist

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