# Calvin Ong Kah Yee

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## **EDUCATION BACKGROUND**

Bachelor of Engineering (Mechanical Engineering)	University of Chiba, Japan	2010 - (tentative graduation: Mar	- present ch 2012)
<b>Diploma of Engineering</b> (Mechanical Engineering)	Nagaoka National College of ' Japan	Technology, 200	7 – 2010
Preparatory Course for Japanese Technical College	Pusat Persediaan Kajian Teknikal ke Jepun, Kuala Lumpur		5 – 2007
Sijil Pelajaran Malaysia (SPM)	Saint George Institution, Taiping	200	0 - 2004

## **RELEVANT SKILLS & QUALIFICATIONS**

## **Skill & Capabilities**

- Computer skills in Microsoft Word, Excel & PowerPoint, Internet browsing.
- Demonstrated effective leadership skills during group work required for university study.
- Versatile, reliable, result-orientated, highly inquisitive and posses high sense of responsibility.
- Trustworthy individual with excellent work ethic, excellent skills in management, reporting and communication, resourceful in completing tasks in a timely manner.
- Aptitude for communicating effectively and collaboratively with people from diverse background, in a well-mannered way, while working in multiple part time jobs.
- Able to tolerate stressful situations, while priotizing the needs of sustaining good colleague relationships.

# **Languages Proficiency**

- Excellent oral and written ability in English, Japanese and Malay, satisfactory conversational ability in Mandarin and Hokkien.
- Test of English for International Communication (TOEIC) 2009 990/990 points
- Japanese Language Proficiency Test (JLPT) 2006 Level 2: Intermediate (Pass)

#### Forums, Seminars & Courses Attended

- Tokyo "Hope & Peace" Japanese Summit, 2011
- 25th Meeting of the Japanese Association of Sociolinguistic Sciences, Keio University, 2010
- 7th International Cultural Exchange Get-Together, Nagaoka, 2010
- International Understanding Education Presentation Contest, Niigata, 2009
- Informative Forum, Tokyo, 2009
- International Foreign Students' Forum, Kashiwazaki, 2009
- International Students' Forum, Nagaoka, 2009

#### EXTRA CURRICULAR ACTIVITIES

## Chairman

# ASEAN-Japan Academic Forum (AJAF)

2011

Head the organizing committee of the 1st ASEAN-Japan Academic Forum (AJAF), organized by the ASEAN Youth Network in Japan (AYNJ) and scheduled to be held in Tokyo on December 11, 2011. Responsible in planning, executing and evaluating the event as a whole, together with the rest of the organizing committee members.

#### **Team Leader**

## 49th Chiba University Festival

2011

Supervised a group of Malaysian students in Chiba University in setting up a stall called Rasa Malaysia, selling Malaysian delicacies during the annual university festival. Cooperated with the Tourism Malaysia office in Tokyo by having them to provide suitable materials such as postcards, posters and pamphlets to promote Malaysia during the food sale at the booth.

# **Participant**

# Japan Tent 2011

2011

Represented Malaysia in the annual gathering of foreign students from all over the world under "a friendship tent" called Japan Tent, which was held in Kanazawa, Komatsu, Wajima and the other 19 participating cities and towns throughout the Ishikawa prefecture. Foreign students from about 70 different countries around the world attended this event, which provides an opportunity for a true international exchange and encourages a free exchange of options about Japanese culture, lifestyle and society through the homestay experiences.

#### Coordinator

## MSAJ Career Fair

2011

Responsible in planning, executing and evaluating the annual Career Fair organised by the Malaysian Students' Association in Japan (MSAJ). Job includes inviting companies to participate in the Career Fair, accommodating the needs and requirements of each companies, and monitoring and coordinating the overal flow of the Career Fair, participated by 30 companies and more than 200 students, making the Career Fair this year the biggest to be held by MSAJ.

#### Youth Ambassador

#### ASEAN Youth Caravan of Goodwill

2011

Represented Malaysia as one of the volunteers in an initiative organized by the ASEAN Secretary General with the assistance from The Nippon Foundation (TNP), to take part in the recovery of the disaster-struck Tohoku region of Japan. Visited Ishinomaki town in the Tohoku region to convey a message of solidarity and to cheer up the people affected by the earthquake and tsunami.

#### Head of Bureau

## MSAI Bureau of Welfare and Communication

2011

Maintain the welfare and provide expendable support to members, handle communication with other entities relating to the interests of MSAJ. Initiated a project called "Project Restaurant", where MSAJ will approach Malaysian restaurants in Tokyo and set up a deal to provide discounts for MSAJ members.

# **Youth Delegate**

## 30th PECC General Meeting

2010

Represented Malaysia in the Youth Program, in conjunction with the 30th Pacific Economic Cooperation Council (PECC) General Meeting in Tokyo. Teamed-up with the rest of the youth delegates to draft up a policy on food security that was presented and discussed during the PECC Standing Committee Meeting.

#### **Team Leader**

## Warong Malaysia, NNCT College Festival

2009

Supervised a group of Malaysian students in Nagaoka National College of Technology (NNCT) in setting up a stall selling Malaysian delicacies during the annual college festival. It was a great success as the profit from the two-day sale exceeded the initial target-profit by 20%.

## Head Coordinator

KTJ Workshop

2009

As a follow-up to the highly successful similar event on the previous year, volunteered to be the head coordinator for KTJ Workshop 2009. Among the main objectives of this workshop are to give a better insight of what factors to be considered before the juniors make their decisions, to introduce the lifestyle in Japan, as well as to foster a better understanding and relationship between the seniors and juniors.

#### **Panelist**

Chikyu Lab Symposium

2009

Represented the international students from Nagaoka National College of Technology for the discussion session of the symposium. Discussed about the barriers that exist between the Japanese and foreigners in Japan, and possible methods to tackle these problems.

## Coordinator

PPKTJ Senior-Junior Get-To-Know-Each-Other Session

2008

Volunteered to organize a sharing session with the juniors in the preparatory center in Malaysia. From this event, the juniors managed to get a clearer idea on the national colleges (*kosen*) in Japan and have a rough idea on how is the lifestyle in Japan. Almost 100 juniors and several lecturers from the Japanese language preparatory center attended this session.

## **EMPLOYMENT HISTORY / WORK EXPERIENCE**

#### Chiba Kun Ambassador

Chiba Prefectural Government International Affairs Division

2011

Participated in a program organized by the Chiba Prefectural Government International Affairs Division, to introduce Chiba prefecture to the world. The main activities include participating in tours to various famous tourist spots in Chiba Prefecture and write about the beauty and charm of these places on our personal blog, Facebook or other social networking site in our native language.

## Freelancer Interpreter

13th Japan International Seafood & Technology Expo

2011

Provided interpreting assistances from English and Malay to Japanese (and vice-versa) for the Fisheries Development Authority of Malaysia, under the Ministry of Agriculture & Agro-Based Industry Malaysia that participated in the 13th Japan International Seafood & Technology Expo at Tokyo International Exhibition Center (Tokyo Big Sight).

#### **Facilitator**

Students' Development Camp

2011

Represented MSAJ as one of the facilitators to the Students' Development Camp in Ashino Lake Camping Village, Hakone. It was organised by the Education Section of the Embassy of Malaysia in Japan for the newly arrived juniors. Elected as the official photographer and videographer to record the activities throughout the whole program.

## **Part-time Staff**

Japan – Malaysia Association (JMA)

2011

Responsible in preparing the monthly JMA newsletter to be posted to the JMA members. Job include inserting the newsletter into the JMA envelope, stick the address label, etc.

Provided interpreting assistances from English and Malay to Japanese (and vice-versa) for two staffs from the Cooperative College of Malaysia (CCM), who came to Chiba city as part of their research project regarding the cooperative system in Japan.

## **Tour Guide**

Nagaoka National College of Technology (NNCT)

2010

Volunteered to be the tour guide for the Japanese lecturers and students from Nagaoka National College of Technology (NCCT) during their field trip to Kuala Lumpur in summer 2009. At the same time, assisted the tour members as a translator when they do their shopping during the trip.

#### **Small Ambassador**

International Affairs Division of Nagaoka City Office

2010

Participated in a local community program by Nagaoka City Office to promote Malaysia among elementary school students. Introduced the Malaysian culture, food, language, etc. to the school children of Aobadai Junior High School and Konan Junior High School, both in Nagaoka city.

RECENT AWARDS			
PPKTJ Top Student Award	Pusat Kajian Teknikal ke Jepun (PPKTJ)		
MSAJ Outstanding Student Award	Malaysian Students' Association in Japan (MSAJ)	2008	
Consolation Prize	MSAJ Merdeka Essay Writing Competition	2008	
First Prize	MSAJ Merdeka Video Competition	2008	
Second Prize	MSAJ Merdeka Photography Contest	2009	
First Prize	MSAJ Merdeka Media Competition	2010	

#### **ADDITIONAL INFORMATION**

**Availability** 1st April 2012

## REFERENCES

## **Relationship** Research Laboratory Supervisor

Dr. Yun LU

Graduate School & Faculty of Engineering, Chiba University 1-33 Yayoi-cho, Inage-ku, Chiba-shi, Chiba, 263-8522 Japan

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# **Relationship** Research Laboratory Supervisor & Homeroom Lecturer

Dr. Toshimi KONDO

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