

Kevin Lin

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Full time import coordinator currently learning and practicing web development skills.

Experience

Import Coordinator, full-time Dec 2020 – Present

Bollinger Shipping Agency, Thornleigh

- Organised import documentation for custom & quarantine processing
- Liaised with forwarders and clients to ensure timely deliveries
- Assisted with improving workflow efficiency via utilization of the software's backend Macros.

Procurement/QA Assistant, full-time

Nov 2019 — May 2020

Lavida Pharmaceuticals, Wetherill Park

- Assisted in the planning of raw material purchase from overseas suppliers (air and sea freight), from Asia.
- Prepared purchase orders and other documentation necessary for imports
- Liaised with custom broker to ensure the timely delivery
- Assisted in data entry for the procurement and QA team.

Quality Engineering Intern, full-time

Nov 2018 — Feb 2019

Prysmian Group, Liverpool

- Collaborated with quality engineers, producing work instructions
- Registering data on SAP, regarding quality issues
- Addressed non-conforming quality issues, with procurement, business and factory teams
- Calibrated devices and performed electrical resistance tests for metal conductors
- Prepared complaint reports and made recommendations, analysing and summarizing data

Education

Bachelor of Chemical and Biomolecular Engineering (Honours)

2016 — 2019

The University of Sydney

Group Project

- Designed and optimised a natural gas processing plant, with the aid of simulation tools
- Created detailed mechanical drawings

Graduate Research Project

- Completed laboratory-based research related to 3D-printing
- Provided safe handling of chemicals and medical grade materials

Skills

Web Development: HTML, CSS, Javascript, Node.js, MySQL, MongoDB.

Other software: SAP, Cargowise, Microsoft Office (Word, Excel, Project), Aspen HYSYS

Languages

Mandarin and some Spanish

Referees

Available on request