# **Laura Ong Jin Hua**

# Mobile: 86180278 | Email: lauraong1@yahoo.com.sg

26 September 2018

To whom it may concern,

I am writing in response to your Business/Technical Consultant – SG Consulting by Degrees Program. I am currently pursuing my Bachelor of Engineering (Information Systems and Technological Design) at Singapore University of Technology and Design and would graduate in August 2019.

At my University, I have had many chances to further sharpen my programming skills and completed courses on Python and Java along with Mobile App Development. I have worked on a vast majority of projects, ranging from building a monitoring device to check on the driver’s fatigue, to creating arcade games using only a basic Arithmetic Logic Unit and electronic components and Android applications designed for travellers on a budget.

Due to my good performance in programming modules, I was chosen as one of the teaching assistants to aid our teachers in imparting their knowledge of the Python language for one of the foundational modules all students take part in during the first year, and have aided in both preparation of materials and consultation sessions. I believe I can provide satisfactory performance in the tasks assigned to me during the term of the internship.

Attached are my resume and relevant documents for your consideration. I hope that you will consider my application favourably.

Regards,

Laura Ong

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| **PERSONAL PROFILE** |
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| A motivated and inquisitive Information Systems Technology and Design undergraduate with strong interest in system administration and management. Proven leadership and communications skills through CCA leadership roles, and participation in international competitions. Interested in software design and back-end programming. |
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| **EDUCATION** |
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| **Singapore University of Technology and Design** | **May 2016 - Present** |

* Bachelor of Engineering (Information Systems and Design), Honours
* Focus Track: Computer Science
  + Relevant Modules: Introduction to Digital World (10.009), Introduction to Information Systems and Programming (50.001), Computational Structures (50.002), Introduction to Algorithms(50.004), Elements of Software Construction (50.003), Computer System Engineering (50.005),Introduction to Probability and Statistics (50.034)
  + Blockchain Technology (50.037), Machine Learning (01.112), Networks (50.012)
* Current GPA: 3.66/5.0, Expected Cum laude
* Expected date of graduation: August 2019

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| **Singapore University of Technology and Design** | |
| **University of California, Berkeley** | **June 2017 – August 2017** |
| * Awarded to top 30% of the cohort * Attended 2 modules at Summer School: N158C History of Europe, CS61A The Structure and Interpretation of Computer Programs | |
| **WORK EXPERIENCES** | |
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| **EQ Insurance, Admin Assistant** | **February 2016 - March 2016** |

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| |  | | --- | | * Collaborated with Administration Department to retrieve 20 files for Claims Department Audit Check. * Coordinated the movement of 30 files per day between Claim Department Executives. | | |  |  | | --- | --- | | **DHL Express, IT intern** | **May 2018 – August 2018** |  |  |  |  | | --- | --- | --- | | |  | | --- | | * Created web scraper to source sales leads for Marketing and Telesales Department * Crafted automation software to conduct data entry for Sales Department * Created a text classifier that conducts sentiment analysis as well as intention recognition | |  | | | |

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| **TECHNICAL SKILLS** |
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| * Proficient in Java, Android Studio, Python, mySQL/MariaDB and Delphi / Turbo Pascal * Familiar with Adobe Photoshop, Premiere Pro, Flash, and Illustrator. * Intermediate knowledge in Linux System Administration and Management, Microsoft Visual Basic |
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| * Fluent in English and Mandarin, both spoken and written * Proficient in MS Excel, MS Office |

**ACADEMIC RESEARCH PROJECT**

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| Introduction to Design   * Collaborated with a team of five to build prototype for device that monitors the driver’s state of wakefulness and stimulates the driver to respond or an alarm would go off   Introduction to Information Systems and Programming   * Collaborated with a team of three to work on Android tourism app that would use one’s budget to estimate one’s journey time. App provided links to relevant visitor’s websites as well as a Google Maps usage. * Collaborated with team of six to work on Android checkout app. App would perform the function of a cashier when customer checks out of a store. Integrated with Stripe. * Completed basic Java introduction course in SUTD   Elements of Software Construction   * Collaborated with team of five to create 2FA Authentication * App would login using image recognition via OpenCV, SMS and email authentication, as well as a sanity check via GPS.   . |
| **CO-CURRICULAR ACTIVITIES** |
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| Singapore University of Technology and Design May 2016 – Present   * Teacher Assistant for Introduction to Digital World. Acted as mentor for consult sessions and created answers for questions in Python * Student helper, Undergraduate Research Opportunity Program – created worksheets for Introduction to Biology * Teacher Assistant for Introduction to Biology. Graded worksheets and acted as mentor for consult sessions * Member, University Ambassadors -- participated in Acceptance Tea Talks, Open House and other school events * Member, Mind Sports --participated in weekly board game sessions * Member, Social Innovation Club -- volunteered time manning a Hamma Bead craft workshop   Attended cohort meetings as a student representative to provide valuable feedback for class mattersHwa Chong Institution Art Club   * President, Art Club May 2014- to May 2015 * Led a team of twenty members in the participation of Hwa Chong Arts Feste 2015 * Organised CCA Presentation for Art Club, resulting in 50% increase in membership * Designed Art Club Schedule 2015, encouraging the use of mixed media and other forms of art |
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