

MILO YANG

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Sydney, Australia | LinkedIn: www.linkedin.com/in/miloyang | Portfolio:

<https://65a61431f8ae31804770c9ec--resplendent-marshmallow-fb879b.netlify.app>

| GitHub: <https://github.com/miloyang>

An organised, detail-oriented, and dedicated individual currently completing the Full Stack Coding Bootcamp, and with good organisational skills developed in a variety of deadline oriented situations. Fluent in Mandarin and English with excellent communication and interpersonal skills, who is able to strategize and prioritise effectively to accomplish multiple tasks, and now seeking to broaden my experience and skills within the Information Technology industry.

TECHNICAL SKILLS

HTML, CSS, JavaScript, React, MongoDB, GraphQL, JQuery, Node.js, Express, Object Oriented Programming, MySQL, Sequelize, MERN, Stack, GitHub, Microsoft Office, Adobe Premiere Pro, Adobe Lightroom

SOFT SKILLS

Client Servicing, Organization Skills, Team Management, Customer Support, Active Listening, Problem Solving, Interpersonal Communication, Self-motivation, Adaptability and Flexibility, Client Onboarding, Employee Training

PROJECTS

Queue-Smart | <https://github.com/miloyang/Queue-Smart> | <https://queue-smart.onrender.com>

- Summary: A full stack React application to revamp restaurant and cafe dining with our QR queue system for seamless efficiency
- Role: Sole author
- Tools: HTML, CSS, JavaScript, React, MERN, Stack, Chakra UI, GraphQL, MongoDB

Park With Access | <https://github.com/honguyen00/map-parking> | <https://honguyen00.github.io/map-parking>

- Summary: A simple parking finder app to help users find parking facilities nearby
- Role: Team Leader
- Tools: JavaScript, jQuery, API, TailWind. Google API

DIY Buddy | <https://github.com/miloyang/DIY-Buddy> | <https://diy-buddy-app-final-3c3eca16d427.herokuapp.com>

- Summary: A full stack DIY project planner app
- Role: Project Manager
- Tools: HTML, CSS, JavaScript, TailWind, MySQL, Sequelize, Express, Node

WORK EXPERIENCE

Community Moderator

(2016 – Current)

Flatmates.com.au/REA Group

Sydney, Australia (Remote)

- Moderating website activities
- Resolving members' enquiries via emails and messages
- Assisting the Marketing/Product Manager and the Developer Team with site-related issues
- Researching flat-share related online media

Content Operations Executive

(2018 – 2023)

Banijay Rights

Sydney, Australia

- Processing preliminary checks for Licensees in designated territories
- Advising assigned Sales Vice Presidents and Senior Sale Vice Presidents on content availability, cost, and delivery timeline
- Managing third party suppliers to meet broadcast critical deadlines
- Managing Format incoming acquisitions

Sales Operations Coordinator

(2017 – 2018)

SBS

Sydney, Australia

- Scheduling and distributing television advertising content to maximise revenue and support the national sales team
- Assisting with strategic planning of TV advertisement spot in IBMS
- Scheduling and booking TV advertisement spots across all SBS channels
- Responsible for campaigns in 2017 and 2018 Eurovision and Tour de France

Cashier

(2013 – 2016)

Harris Farm Market

Sydney, Australia

- Processed POS transactions, including checks, cash and credit purchases or refunds
- Mentored new team members on POS system operation, customer service strategies and sales goals
- Reviewed weekly sales circulars and monitored price changes

EDUCATION

Certificate, Full Stack Web Development

(2023 – 2024)

University of Sydney Boot Camp – Sydney, Australia (Remote)

Certificate IV in Screen and Media

(2016 – 2017)

Northern Sydney Institute – Sydney, Australia

Bachelor of Biomedical Science

(2011 – 2015)

University of Technology, Sydney – Sydney, Australia