

# Sze Kui Lung (Jason)

## CONTACT

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## QUALIFICATIONS

### Certificate in Website Development

- Swang Technology Limited
- Awarded date: 13, Sep 2023
- QF Level : 3

## SKILL

- Knowledge of **HTML, CSS, Wordpress, SEO**
- Knowledge of **Adobe software** (Photoshop, Premiere)
- Knowledge of **Microsoft programs** (Word, Excel, PPT, Outlook)
- Native of Cantonese, Fluent of Mandarin, Intermediate of English

## WORK EXPERIENCE

### Adecco/PlayStation

2018 — Present

Event Assistant

Job Duties

- Assist different brands or venues to carry out marketing activities, assist in handling customer inquiries
- Assist in maintaining order in the venue
- Assist in the successful completion of promotional activities

### Kai Shing Management Services Limited

2021 — 2023

Club Assistant

Job Duties

- Maintain clubhouse operations
- Handle resident inquiries
- Responsible for the document records of the clubhouse and the execution of tasks assigned by the superior

### Gold Dragon Demolition Company Limited

2022 — Present

Demolition Worker

Job Duties

- Responsible for clearing the site of debris and transporting it to a disposal facility.
- Using various hand tools, and to remove indoor buildings and structures
- Typically work in teams and follow the plans to bring down the structure safely

## EDUCATION

### Bachelor of Health Education (Honours)

September 2020 — August 2022

The Education University of Hong Kong

### Recreation and Leisure Management

September 2017 — August 2020

School of Continuing and Professional Studies The Chinese University of Hong Kong