

Subject: Application for Product Management Analytics Position

Dear Hiring Manager,

I am writing to express my interest in the Product Management Analytics position at Shopee. As a recent graduate from Nanyang Polytechnic with a Diploma in Business & Financial Technology, I have always been passionate about data-driven decision-making and marketing technology. This passion determined the kinds of coursework, certifications, and project work I chose to take up. I came across this role on LinkedIn and was excited by the chance to work with a team that brings together business, engineering, and design.

I understand that your team collects, organizes and analyzes chatbot conversations to track performance, build dashboards, and work with other teams to improve the chatbot. During my time at Nanyang Polytechnic, I did several projects that are closely related to these tasks. In my business analytics project on Singapore's declining birth rate, I used Tableau and Excel to analyze data and find useful insights, similar to how chatbot data is analyzed to identify trends. I am skilled in SQL, Python, and Tableau, and I also hold certifications in Google Data Analytics and IBM Web Development, which allow me to work confidently with data and collaborate effectively with teams.

As an Assistant Trainer at Codeezy, I worked together with schools to teach coding workshops for secondary 1 classes of 30-40. Additionally, as a sub-committee member of the SIT Club, I planned volunteer events such as a tote bag painting activity for 30 primary school students at a daycare centre. There, I managed students, guided volunteers, and managed materials—all while cultivating a supportive environment. These activities strengthened my interpersonal and collaborative skills, which I am eager to apply in professional settings.

My technical background, combined with my teamwork and communication skills, makes me a good fit for this role. I have attached my resume and included a link to my digital portfolio for your review. I look forward to the opportunity to discuss how I can contribute to your team.

Thank you for your consideration.

Sincerely,  
Sveni Marti

# MARTI SAI SVENI

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**LinkedIn:** <https://www.linkedin.com/in/sveni-marti-a80200219/>

**Digital Portfolio:** <https://svesve2007-hash.github.io/svenimarti.github.io/>



## SUMMARY

A recent graduate at Nanyang Polytechnic with a Diploma in Business & Financial Technology. I enjoy exploring new ways digital solutions can improve businesses and everyday life. Beyond academics, I value teamwork, empathy and continuous learning

## EDUCATION

### Nanyang Polytechnic

Apr 2023 - Jan 2026

Diploma in Business & Financial Technology

- GPA: 3.76
- NYP scholar

### Edgefield Secondary School

Jan 2019 - Dec 2022

## SKILLS

- **Technical Skills:** Python, Python Flask, HTML, CSS, JavaScript, SQL, Tableau, Excel, PowerPoint, Data Structures & Algorithms
- **Soft Skills:** Communication, Leadership, Presentation, Teamwork, Event Planning, Adaptability

## WORK EXPERIENCE / PROJECTS

### Part-Time Assistant Trainer

May 2025 - Present

Codeezy

- Assisted in teaching programming and AI fundamentals to classes of 30–40 students through game-based learning, leading to higher student engagement and better understanding

### Business Analytics Project – Understanding Singapore's Declining

#### Birth Rate

Nanyang Polytechnic

- For a business analytics project on Singapore's declining birth rate, I identified how psychological and financial stress affects family planning decisions. I cleaned raw datasets using Python, ran statistical analysis to identify correlations, and built interactive Tableau dashboards for clear insights. As a result, I identified key stress drivers and proposed three practical policy recommendations, which helped the project achieve an A grade.

## CO-CURRICULAR ACTIVITIES

### Technopreneurship Club, Marketing Department

Apr 2025 - Jan 2026

Nanyang Polytechnic | Subcommittee Member

- Create Instagram stories and posts for major events

**Girls in Technology, Outreach Department**

Mar 2025 - Jan 2026

Nanyang Polytechnic | Executive-Committee Member

- Plan technology-related outreach events at secondary schools

**Ladies in Technology, Planning Department**

Apr 2024 - Jan 2026

Nanyang Polytechnic | Sub-Committee Member

- Organised and facilitated major events, including:
  - Tech Week 2024 – Python Flask Workshop
  - Tic Tac Toe Workshop 2025 – node.js & socket.io workshop
  - LIT Hackathon workshop

**School of IT Club, Student Support Department**

Apr 2024 - Jan 2026

Nanyang Polytechnic | Sub-Committee Member

- Organised and facilitated major events, including:
  - Community Service Volunteering Events
  - Fright Night
  - Freshmen Orientation
  - Open House
  - SIT Recruitment Camp

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## CERTIFICATIONS

- Google Data Analytics Certification
- IBM Web Development Certification
- IBM Cybersecurity Fundamentals Certification
- Alibaba Cloud Associate Certification
- SnowPro Associate Platform Certification

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## AWARDS AND ACHIEVEMENTS

**NYP Mid-Term Scholarship**

Mar 2024

Nanyang Polytechnic

**Director's List (Year 1, Semester 1)**

Mar 2024

Nanyang Polytechnic

**Edusave Certificate of Academic Achievement (Year 1)**

Mar 2025

Nanyang Polytechnic

**Edusave Merit Award (Secondary 2)**

Apr 2020

Edgefield Secondary

**Edusave Certificate of Academic Achievement (Secondary 1)**

Apr 2019

Edgefield Secondary

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## VOLUNTEER EXPERIENCE

**SIT Club June Volunteering Event**

June 2025

- Assisted in facilitating a tote bag painting activity for 30 primary school students, applying communication and organisation skills to manage the session smoothly.
- Prepared materials and guided students through the activity, demonstrating teamwork, coordination, and time-management skills.
- Fostered a positive and inclusive environment that encouraged creativity and engagement