

# Ng Teng Suan

Tel: +65 8100 4515 | University Email: [e0727217@u.nus.edu](mailto:e0727217@u.nus.edu) | Personal Email: [ngtengsuan@gmail.com](mailto:ngtengsuan@gmail.com)  
LinkedIn: [Teng Suan Ng | LinkedIn](#) | GitHub: [Link](#) | Personal Website: [Link](#)

## EDUCATION

**NATIONAL UNIVERSITY OF SINGAPORE (NUS)** Aug 2021–Present  
*Bachelor of Business Administration (Accountancy) with second specialisation in Business Analytics*

**ANGLO-CHINESE SCHOOL (INDEPENDENT)** Feb 2017–Nov 2018  
*International Baccalaureate (IB):*

- Achieved distinctions in 6 subjects

## WORK EXPERIENCE & INTERNSHIPS

**KPMG SINGAPORE – WORK STUDY INTERNSHIP PROGRAMME (WSIP)** Dec 2022–Jul 2023  
*Audit Intern – Financial Services and Energy & Technology Business Units*

- Supported the planning and execution of several audit engagements in both the Financial Services (FS) and Energy & Technology (E&T) Business Units for around 4 months each
- Coordinated with colleagues to ensure smooth audit progress and that deadlines were met on time
- Improved multi-tasking and time management skills while studying at NUS concurrently during this period

**YHS (SINGAPORE) PTE LTD** Apr 2021–Jul 2021  
*Administrative Assistant (Temporary)*

- Sorted and updated employees' P-files, working in the HR department as a temporary assistant
- Oversaw around 400 employees' P-files to be manually scanned and uploaded to the company system
- Developed an efficient way of uploading the P-files, finishing main task a full 2 weeks before deadline

## ACHIEVEMENTS, LEADERSHIP & COMMITTEE EXPERIENCE

**NUS COMICS AND ANIMATION SOCIETY, EXCO** Aug 2022–Present

- Organised and planned club activities as part of executive committee duties

## PROJECTS

**Telegram Message Statistics Dashboard – Personal Project** Nov 2022–Dec 2022

- Built an interactive web application using the Streamlit package for Python to generate user insights on messages in the *Telegram* messaging application. Displays various information and analytics about the group chat history by reading in a .json file
- Demonstrated data wrangling, data visualisation and analytical skills through personal initiative and gained a greater depth of understanding about the Python programming language
- Link to: [Web app](#) | [GitHub Repo](#)

**Exercise Book for R – Personal Project** May 2023–Jun 2023

- Created a web application using the Shiny package in R with several questions for users to practice their R programming skills on in the browser without having to install R or RStudio
- Cultivated problem solving skills, UI/UX design skills, and obtained greater knowledge about the syntax and functionality of the R programming language through rigorous self-learning
- Link to: [Web app](#) | [GitHub Repo](#)

## SKILLS AND OTHER INFORMATION

### Languages:

- Fluent in written and spoken English and conversational in Mandarin

### Technical Skills:

- Microsoft Office: Excel, Word, PowerPoint
- Programming: Python3, R and MySQL; occasionally: C, C++, HTML/CSS/JavaScript
- Documentation: LaTeX, Markdown, R Markdown, Quarto

### Interests:

- Self-learning programming, Drums, Reading