

WING HANG KHOO

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EDUCATION

2016 – 2019

Swinburne University, Australia

Bachelor of Computer Science

Major in Data Science

Key study area:

Programming languages (C, C++, C#)

develop webpages (html, JavaScript, PHP)

creating and managing database

Achievements:

Maintained a credit average across all study areas

SPECIAL SKILLS AND ABILITIES

- Patient, motivated and open to learning new skills
- Able to converse fluently in English, Malay and Mandarin
- Friendly and have excellent social and communication skills as shown in work experience
- Dedicated and show initiative when undertaking tasks
- Able to work well with others
- Adaptable and being flexible in different scenarios

Technical Proficiencies

AutoCAD

DraftSight

WordPress

Microsoft Office (MS Word, Excel, PowerPoint)

Microsoft Office (Outlook, Access)

Proficiency Level

Basic

Basic

Basic

Advanced

Intermediate

Programming Language

HTML, CSS, JavaScript

C, C++, C#

Python, Django, NodeJS

SQL

Proficiency Level

Intermediate

Basic

Basic

Intermediate

PERSONAL STATEMENT

A Computer Science graduate from Swinburne University looking for an entry-level position to further develop my skills and knowledge in a real-world environment. I have good knowledge of programming language and administrative skills.

CAREER HISTORY

March 2019 – June 2019

AUG Student Services, Melbourne CBD

Internship

Responsibilities:

- Using WordPress to create and customize webpages
- Using CSS to make webpages responsive
- Extract information from website and adding to Excel Spreadsheet

October 2018 – Current

Schnitz Restaurant, Melbourne CBD

POS/Runner

Responsibilities:

- Knowledge in using a point-of-sale machine
- Use EFTPOS to collect from card payment
- Cash handling
- Customer service – greet customers as they walk in the restaurant
- Stock control – doing drinks ordering

Dec 2017 – Feb 2018

VNE Synergy, Malaysia

Internship

Responsibilities:

- Using DraftSight or AutoCAD to draw circuits layout
- Managing server
- Assisting with changing tags in documents and reporting files

Achievements:

- Solved server issue, enabling employees of the company to access the server anywhere anytime
- Created a software-based application to log data from a water treatment plant to SQL server

REFEREES

* Available on request