

Zeph Goh Chee Man

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Replit: <https://replit.com/@Zeph-Goh>

About Me:

Languages: Fluent in Mandarin, Cantonese, English, and Malay.

Technical Skills:

- Cloud Firestore
- PostgreSQL
- React.js
- Tailwind CSS
- HTML
- Express.js
- Firebase
- Vite.js
- CSS
- NoSQL
- Rest API
- Redux
- Bootstrap CSS
- JavaScript

Work Experience:

1. Seng Hong Designs & Decorator

Personal Assistant / April 2019 – June 2023

- Collaborated with the general manager to develop and implement strategic plans and objectives.
- Managed documentation, including quotations, drawings, and permits.
- Sought new client sources and held meetings with ongoing project customers for discussions.
- Boost the company's revenue by over 10 times within 2 years.
- Transform the company into a fully-fledged main contractor construction firm within 3 years.

2. Naga Corp Ltd.

Account Assistant / March 2018 – April 2019

- Accurate and timely financial data entry into accounting software.
- Maintaining organized and up-to-date financial records and documents.
- Generating financial reports, statements, and summaries.
- Utilizing spreadsheets and software tools for financial analysis.

Education:

Sigma School <https://www.linkedin.com/company/sigma-school/>

Complete Software Development Program | Sept 2023 – December 2023