

SAMIJON, YELENA ISABEL F.

+65 9424 4990

yelenasamijon@gmail.com

271 Yishun St 22 #03-66 S(760271)



Passionate about enhancing digital experiences, Yelena specializes in creating user-centric interfaces and solving design challenges, all while adhering to the standards of design and development practices. She is actively seeking opportunities to apply her skills and contribute significantly to the company's success.

SKILLS SUMMARY

Core Competencies

- Design Thinking
- Event Management
- Data Management
- Effective Communication & Collaboration

Computer & Software Skills

- Adobe Creative Cloud (Illustrator & Photoshop)
- 3D Assembly and CAD Design (AutoCAD & Fusion360)
- UX/UI Design (Figma, WordPress, HTML & CSS)
- Microsoft Office (Word, Powerpoint, Excel)
- Video Editing (Capcut)

Languages Skills

- Fluent in spoken and written English
- Fluent in spoken and written Tagalog

EMPLOYMENT HISTORY

JAS Innovation

Sep 2024 - Present

80 Playfair Road, #05-12 367998

Marketing Intern

- Produced digital content, articles, and thumbnails by conceptualizing, scripting, and creating engaging visuals that aligned with the brand's voice and current trends
- Managed company website, ensuring data input accuracy, consistency, and alignment with brand standards
- Assisted with company events by providing on-site support and ensuring smooth execution

The Cheese Shop

50 Tagore Lane, #B1-03 787494

Oct 2020 - Apr 2024

Sales Assistant

- Provided exceptional customer service by suggesting food products tailored to individual preferences
 - Proficient in crowd management, and skillfully wrapping store items for gift presentations
 - Assisted in the smooth operation of register closing procedures, ensuring accurate financial transactions and store security
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EDUCATION

Republic Polytechnic

Apr 2022 - May 2025

Diploma in Design for User Experience

9 Woodlands Avenue 9, Singapore 738964

Peirce Secondary School

Jan 2017 - Oct 2021

GCE 'O' Level Certificate

10 Sin Ming Walk, Singapore 575566

Ahmad Ibrahim Primary School

Jul 2012 - Dec 2016

PSLE Certificate

10 Yishun Street 11, Singapore 768643

First Toa Payoh Primary School

Jan 2011 - Jul 2012

7 Lor 8 Toa Payoh, Singapore 319252

LEADERSHIP & ACHIEVEMENTS

Republic Polytechnic

Present

9 Woodlands Avenue 9, Singapore 738964

STA Club, Student Advisor

STA Club, President

May 2023 - May 2024

- Juniors' Events
- Welcome Tea Party 2023
- Recruitment Camp 2023
- STA Club Interview 2023, Overall-In-Charge

STA Club, Member

July 2022 - May 2023

- Orientation Programme 2023, Administration Department
- STA Welcome Event 2023, Welfare and Administration Department
- Peer Supporter Training 2023, Assistant In-Charge
- Peer Supporter Briefing 2022, Public Relations
- Peer Supporter Interview 2022, Overall In-Charge
- Bonding Session 2 2022, Administration Department
- Bonding Session 1 2022, Welfare Department

Peirce Secondary School

2019 - 2020

10 Sin Ming Walk, Singapore 575566

Judo Club, Captain

- Colours Award, 20th September 2019
 - 'B' Division National Inter-Schools Games Judo 2019 (Silver Medalist)
 - 'C' Division National Inter-Schools Games Judo 2019
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VOLUNTEER EXPERIENCE

- Self-initiated Personalized Hamper Making, 2020
- Lion Befriends Walkathon, 2019
- Outward Bound Singapore Camp 2019
- Recycled Artifacts Auction, 2018