



Overview

- Multi-lingual
 - Able to write in English, Chinese and Thai proficiently
 - Mandarin and Cantonese at a high level of proficiency
- Responsible and possess leadership skills
 - Led the Red Cross Club in Victoria School and held the position of Senior Warrant Officer (the highest achievable rank in secondary school) in Red Cross Society
- Sociable and possess team player skills
 - Worked at National Medical Research Council and received positive appraisal from colleagues and superiors
 - Completed my Final Year Project in biomedical research and established excellent relationships with my supervisor, co-supervisor, laboratory technicians and fellow course mates

Key Words
various research completed events
project held skills club course involved
Similar Resumes

Objectives

- To obtain a managerial position in a corporate company
- To obtain skills required in effective marketing and research opportunities from interactions with experienced personnel in related fields

Employment History

May/2006- June/2006	InFocus International	1 Fullerton Road, One Fullerton
	Administration Assistant	
	<ul style="list-style-type: none">• Assisted a full-time accountant in accounting and secretarial duties• Data-entry, filing of invoices and documents as well sorting and scanning documents	
June/2006-July/2006	ITE East College	10 Simei Ave, Singapore 486047
	Customer Services Assistant	
	<ul style="list-style-type: none">• Provision of answers to inquiries of students and other general inquiries• Filing of documents and carrying out miscellaneous duties• Performed administration and secretarial duties	
July/2008- August/2008	National Medical Research Council	11 Biopolis Way, Singapore 138667
	Research Assistant	
	<ul style="list-style-type: none">• Involved in a project to code research grants according to various categories• Responsible for training an intern with a fellow colleague in research categories coding in the project• Involved in administration matters related to grant applications in the 2008 Grant Call• Performed administration and secretarial duties	

Education (Local and Overseas)

August/2006- June/2010	National University of Singapore	Singapore, Singapore
	Bachelors of Science with Honors (Concentration in Biomedical Sciences)	
	<ul style="list-style-type: none">• Completed a relevant project in extensive research during the final year of studies• Developed relevant literature reading and proof-reading skills as well as critical thinking skills	
August/2008- December/2008	Simon Fraser University	Vancouver, British Columbia
	Bachelor of Science (Biological Sciences), Biology	
	<ul style="list-style-type: none">• Participated in various events held by students' clubs as well as by the international students' society• Interacted with various distinguished professors who are experts in their fields of research	

GCE 'A' Level

- Obtained relatively good grades in various subjects
- Participated in and organized various activities and events

Activities, Projects and Achievements

- Completed a research intensive project in final year of studies
 - 1 year research on transfection using lipocomplexes
- Took relevant modules including pharmacology and pharmacogenetics
 - Familiar with drug names and uses and side effects
- Went for an overseas students' exchange programme
 - Actively participated in events held by the International Students' Society in Simon Fraser University
 - Completed a First Nations Course with an excellent grade
 - Completed a Health Sciences Course which covers topics related to various infectious diseases and epidemiology
- Actively involved in Campus Crusade for Christ in NUS and in SFU
 - Headed various events in the club and participated in various events held by the club
 - Led a discipleship group consisting of three people
- Actively involved in Science Faculty Club for Rag and Flag
 - Involved in main committee and helped to organize various events
- Active member in NUS Fencing Club
 - Attended trainings for one semester
- Attended Alpha Bravo Camp which was a leadership development course in junior college
- Organized various community service projects in junior college
- Attended and completed Senior Warrant Officer Course offered by the Red Cross Society
 - Highest rank achievable in secondary school

Referees

- Dr Deng Yuru
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- Dr Annie Ross
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