

## • PROFESSIONAL PROFILE •

### Objective

A management position in the public, private or people sector where I can effectively contribute my analytical, interpersonal & organisational skills to the success of the organisation & the benefit of society.

### Work Experience

- 01 Jul 2010-Present **Ministry of Education**
- Special Project Officer, Schools Division
- 18 Jun 2007-30 Jun 2010 **Anglo-Chinese Junior College**
- Economics Teacher; Entrée Council Teacher-Advisor; Leadership Comm Member
- 26 Feb-11 May 2007 **Anglo-Chinese School (Independent)**
- Teaching Practicum
- 03 Jan-21 Jul 2006 **Anglo-Chinese School (Independent)**
- Enhanced School Experience
- 22 Aug-30 Dec 2005 **Ministry of Education**
- Human Resource Executive, Personnel Division
- 05 Jan-24 Apr 2004 **National University of Singapore**
- Teaching Assistant (Information & Communications Management Programme)

### Education

- 2006/2007 **National Institute of Education**
- Postgraduate Diploma in Education (Secondary) with Credit
- 1998-2004 **National University of Singapore**
- Master of Social Sciences (Economics)
  - Bachelor of Social Sciences (Second Class Honours – Upper Division)
  - Bachelor of Science (Merit) – Economics, Mathematics & English Language
- 1995-1996 **Anglo-Chinese Junior College**
- Singapore-Cambridge General Certificate of Education (Advanced Level)
- 1991-1994 **Anglo-Chinese School (Independent)**
- Singapore-Cambridge General Certificate of Education (Ordinary Level)

### Scholarship

- 1998 **Public Service Commission**
- Awarded the Local Merit Scholarship (Teaching) with 5-year bond (2005-2010).

### Skills

- Certified holder of Class 3 Driving Licence.
- Experienced in conventional & digital photography, & video production.
- Proficient in Microsoft Office; experienced in Adobe Photoshop & Web Design.
- Displays excellent leadership & interpersonal skills; collaborates well with peers; assimilates quickly & effectively into any organisational culture; independent learner; enjoys working under pressure.
- Fluent in English & Mandarin; experienced English Master-of-Ceremony.

### Awards & Achievements

- Complete listing in Annex A available upon request

- 1998-2002 **National University of Singapore**
- BP Science Colours Award 2000 & 2001: Gold Award
  - Students' Union – Outstanding Awards 2001: Best Achievement Award
- 1995-1996 **Anglo-Chinese Junior College**
- Audio-Visual Aids Crew: Outstanding Service Award
- Community Awards**
- National Youth Council – Stars of SHINE 2009: Youth Contribution Award
  - People's Action Party – Young PAP Awards 2010: Outreach Award

**Extra-Curricular Activities**

- Complete listing in Annex B available upon request

- 29 Jul-02 Aug 2002      **5<sup>th</sup> Hitachi Young Leaders Initiative**
- Represented Singapore at the exclusive forum for 24 Asian student leaders.
  - Participated in discussions with Asian political, business & community leaders.
  - Co-published *The Growing Importance of Corporate Social Responsibility in Asia*.
- 1998-2002      **National University of Singapore**
- Matriculation Fair 2000: Vice Project Director
  - Montage 2000 Photographic Events: Marketing Chairperson
  - NUS Students' Union Volunteer Action Committee: Chairperson
  - NUS Photographic Society: Honorary General Secretary
  - NUS Science Computer-Based Learning Centre: Vice Chairperson (Projects)
- 1996-1997      **Anglo-Chinese Junior College**
- Audio-Visual Aids Crew: President
  - Economics/Commerce Society: College Representative
- 1991-1994      **Anglo-Chinese School (Independent)**
- Archives Team: Committee Member
  - Media Resource Team: President
  - Peer Support Programme: Peer Support Leader

**Community Service**

- Complete listing in Annex C available upon request

- 2002-Present      **Ulu Pandan Constituency – Meet-the-People Session**
- Assist Member-of-Parliament Mr Christopher de Souza every Monday evening to prepare letters of appeal for the residents in the constituency.
- 1998-2005      **NUS Students' Union Volunteer Action Committee (NVAC)**
- Served as Chairperson in the *International Year of Volunteers 2001*.
  - Served as Project Director for *Freshmen Volunteer Orientation Camp 2000*.
  - Volunteered at MINDS Guillemard Gardens School every Saturday afternoon.

**National Service**

- 12 Dec 1996 – 30 Jun 1998      **41<sup>st</sup> S'pore Armoured Regiment** (Pre-disruption)  
 16 Sep 2004 – 21 Aug 2005      **G5 Army, Ministry of Defence** (Post-disruption)

**Concurrent Appointments**

- NUS Alumni Photographic Society: Honorary Secretary
- NUS Multi-purpose Co-operative Society: Board Director
- NUS Photographic Society: Senior Advisor
- NUS Science CBLC Alumni Association: Honorary Secretary
- NUS Society: Sub-Committee Member
- People's Action Party
  - Ulu Pandan Meet-the-People Session: Volunteer Mentor
- People's Association Youth Movement
  - Ulu Pandan Youth Executive Committee: Vice Chairman
- Singapore National Co-operative Federation
  - Youth Committee: Committee Member
- South West Community Development Council
  - Youth Functional Committee: Vice Chairman
  - WORLDview360 @ South West 2010: Project Mentor

**Interests**

Community service; current & political affairs; education; enrichment courses; entrepreneurship; event organisation & management; graphic design; IT; mentorship; movies; music; photography; volunteerism; youth development & engagement.

**Referees****Dr Vivian BALAKRISHNAN**

- Designation: Minister for Community Development, Youth & Sports
- Contact: 63548893 / v\_bala@mcys.gov.sg

**Professor Bernard TAN Tiong Gie**

- Designation: Director, Centre for Maritime Studies, NUS
- Contact: 65165093 / cmsdir@nus.edu.sg

**Additional Information**

- Date of Birth: 12 December 1978
- Citizenship: Singaporean
- Marital Status: Single
- Race: Chinese