



Tan Ee Beng

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Puchong, 47100 Selangor
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Academic Qualifications

- 2014-2016 Bachelor of Public Relations (Honours) with Merit, Tunku Abdul Rahman University College, Kuala Lumpur, Malaysia
CGPA : 3.53
- 2012-2014 Diploma in Mass Communication (Public Relations) with Merit, Tunku Abdul Rahman University College, Kuala Lumpur, Malaysia
CGPA: 3.67
- 2007-2011 Sijil Pelajaran Malaysia (SPM), Sekolah Menengah Pendidikan Khas Setapak, Kuala Lumpur, Malaysia
Results: 8As 1 B+

Co-curricular Activities

- 2014-2016 Weiqi Society, Tunku Abdul Rahman University College.
- 2012-2016 Chinese Orchestra Society, Tunku Abdul Rahman University College

Internship

- 2015 Trainee, the International Association for Human Values (IAHV) from January to April.
- Supervisor Ms. Gan Lay Theng
- Job Scope Proposing and writing IAHV's magazine feature articles, social media monitoring, creating and scheduling Facebook page posting, media communication, translation.

Working Experience

2016-current Project Coordinator, DID MY Innovations

Job scope Coordinating DID MY Learning project, training coaches, students in using mobile/virtual learning platform, applying grant and engaging schools.

Skills

IT Proficiency :Internet Research Skills, Microsoft Word, PowerPoint, Excel, NVDA
Speaking Proficiency :Malay (excellent), English (excellent), Mandarin (Conversation level)
Writing Proficiency :Malay (excellent), English (Good)

Other Experience

- Organizing chairperson, (Invisible Trace Cyber Safety Campaign), Tunku Abdul Rahman University College in 2015.
- Peer tutor, (Sekolah Menengah Pendidikan Khas Setapak), 2013 and 2015
- Organizer and performer (Fusion Music Mini Concert), Chinese Orchestra Society, Tunku Abdul Rahman University College in 2013.

Reference

<p>Ms. Lim Siz Siz Programme Leader (Public Relations) Department of Communication Faculty of Social Sciences, Arts and Humanities, Tunku Abdul Rahman University College, Kuala Lumpur. 03 41450123 Ext. 743 limss@acd.tarc.edu.my sizsquare@gmail.com</p>	<p>Ms. Yeow Lai Chee Lecturer of Public Relations Department of Communication Faculty of Social Sciences, arts and Humanities Tunku Abdul Rahman University College Kuala Lumpur 0341450123 Ext. 744 yeowlc@acd.tarc.edu.my</p>
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