



Siew Li En

ABOUT ME

Currently pursuing a Diploma in Media Production and Design, with a strong foundation in creative arts, including writing, fine arts, and video production. Experienced in customer service as a Front Desk Staff member, showcasing strong communication and interpersonal skills. Fluent in English and Chinese, demonstrating adaptability and cultural awareness.

CONTACT

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SKILLS

Public Relations



Drawing and Illustration



Writing and Storytelling



Adobe Illustrator



Event Planning



SKILLS

Soft Skills

- Active Listening
- Empathy
- Emotional Intelligence
- Creativity

Creative

- Creative Writing
- Fine Arts (Painting, Sculpture, Drawing, etc.)
- Performing Arts (Acting, Dancing, Singing, etc.)
- Video Editing & Production
- Social Media Content Creation
- Illustration

LANGUAGES

English

Native

Chinese

Fluent

EXPERIENCES

December 2023 - February 2023

Front Desk Staff - Haidilao Hotpot (City Square Mall Singapore)

- Welcomed guests with a warm and friendly demeanor, ensuring a positive first impression and enhancing customer satisfaction
- Provided complimentary drinks and snacks to waiting customers, demonstrating attention to detail hospitality, which contributed to a more enjoyable waiting experience
- Utilized strong communication skills to address guest inquiries and concerns promptly, leading to increased customer loyalty and positive feedback.

EDUCATION

2014 - 2019

Primary School

Pei Chun Public School

2019 - 2023

Secondary School

bartley Secondary School

2023- 2026

Polytechnic

Republic Polytechnic
Diploma in Media Production and Design