



# JADEN KEE SAO WEN

## PROFILE SUMMARY

A hardworking and energetic final-year student from PORTMAN College. Possess a strong desire to learn and grow with the organization which is willing to hire me. Looking to start a career in areas of marketing.

## WORK EXPERIENCES

### **PROMOTER IN PHONE SHOP, TELUK INTAN**

- Date  
- 2nd Jan 2016 - 15th Jan Mac (FULL TIME)
- To ensure that each and every customer is served in a friendly and professional.
- Help my shop to generate sales and revenues.
- Become the top sales and top customer service executive in the shop.
- Achieved RM3000 sales in 2 months time.

### **CUSTOMER SERVICE EXECUTIVE, CITY BOY TAILOR TELUK INTAN**

- Serve the customers in a friendly manner
- Listen and respond customers' needs and concerns
- provide information about products and services

## EDUCATION

### **SIJIL PELAJARAN MALAYSIA, SMJK SAN MIN TELUK INTAN | 2015**

9As

### **CERTIFICATE OF EXCELLENCE | 2016/2017**

Vice President of PR and Social Media of Millionaire Business Club (MBC)

### **DIPLOMA IN BUSINESS MANAGEMENT | FINAL YEAR**

CGPA: 3.03

## CURRICULUM ACTIVITIES

### **VICE PRESIDENT OF PR & SOCIAL MEDIA, MILLIONAIRE BUSINESS CLUB (MBC)**

- Year 2016/2017
- Daily posting for MBC facebook page
- Organize business events
- Organize property educational tour in Mid Valley
- Having a good behavior as a student leader

## **ORGANIZER OF FINANCIAL EDUCATION CONVENTION 2017**

- Live posting during event
- Get a sponsor of RM300 for the event
- Personal assistant of a property speaker - Mr. Ahyat Isyak

## **INTERESTS**

- Reading books
- Expose to property and business outside
- Learn some financial education through events and books
- Playing football and ping pong
- Travelling and exploring the world

## **ADDITIONAL SKILLS**

- Google Docs, Slides, Sheets
- Able to speak fluently in English, Mandarin and Bahasa Melayu
- Adobe Premiere Pro
- Presentation skills

## **REFERENCE**

- **MR. KEE JIT SIM (FOUNDER OF CITY BOY TAILOR, TELUK INTAN)**  
Founder of City Boy Tailor, Teluk Intan  
016-5583524
- **MR. GYM CHAN (HEAD OF MARKETING)**  
Head of Marketing, PORTMAN College  
016-2773968