



RANDY SHI KUAN MING

PROFILE & CAREER OBJECTIVE

A responsible, outgoing, and a hardworking person. Objective is to apply for a Marketing Executive position in a growing company where can improve the marketing skills.

EDUCATION

SPM- SMK DESA PETALING

- AVP of Chinese club
- AVP of Red Crescent club
- AVP of Science and Mathematic club
- Vice President of badminton club
- Organized Mid Autumn Festival
- Giving sing performance
- School representative of badminton (First player in school 2016)
- Participated in (Perkhemahan Agung Unit Uniform 2016)

DIPLOMA IN BUSINESS MANAGEMENT

- Final year student of PORTMAN College majoring Diploma in Business Management
- Vice President of Marketing and Operations of Student Council
- Contributed a total of RM 60,000 revenue for PORTMAN College and a total RM 150,000 revenue to targeted restaurant through Integrated Marketing Communication module
- Organized Christmas party event
- Organized AWESOME Leadership Camp
- Ping Pong Player in PORTMAN Smasher club
- Guitarist in PORTMAN JAMMERZ club
- PORTMAN College Intensive English Programme

WORK EXPERIENCES

Golden Sun Restaurant, Waiter 2011- 2013

- Provided excellent wait service to ensure satisfaction to customers
- Met with restaurant staff to review daily specials, changes on the menu and service specifications for reservations

Chuai Heng Banquet Hall, Waiter 2013- 2015

- Team leader of waiters to serve in a five star restaurant
- Manage team to solved and served the customer's problem
- Assigned job role and brief to the team

E- Promote Sdn Bhd, Promoter 2015- 2017

- Responsible to serve customers with the sampling of Milo
- Assisted the senior during the KitKat new product launching event
- Assisted teammate to set up the event and promote Milo Kaw product
- Documented the closing stock with evidences

Marketing Assistant, PORTMAN College, December 2017- February 2018

- Assisted marketing executive to check database
- Telemarketing and conducted appointments for marketing department
- Successfully made total 4 appointments

Swimming coach assistant, Bukit Jalil Stadium, Bayu Puteri Apartment, February 2018

- Assisted master to ensure the students are safe
- Guided students to follow the instructions with care
- Demonstrated the swimming style in order to let the students understand clearly

ADDITIONAL SKILLS

- Exceptional communication and networking skills
- Successful working in a team environment, as well as independently
- The ability to work under pressure and multi-task
- The ability to follow instructions and deliver quality results
- Microsoft Office
- Filmora Video Editer
- Adobe Illustrator Editer
- Guitarist
- Driving license - D class

REFERENCES

- Yeong Sheng - 016 9017 983, Supervisor of E- Promote Sdn Bhd
- Qian - 019 9161 680, Swimming Coach
- Gym Chan - 016 2773 968, Head of Marketing and Student Services of PORTMAN College