

# Kah Yee Liom (Zukie)

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## Summary

Motivated and detail-oriented professional with strong communication and teamwork skills, recognized for my ability to manage client relationships effectively. With experience in marketing, administration, and accommodation management, I excel at balancing multiple tasks, resolving issues, and promoting client satisfaction. Eager to apply my skills in account management to drive successful projects and foster positive client partnerships.

## Career history

### **Marketing Intern in CHIA, KA and Partners Accounting**

December 2023 – February 2024

Assists in supervising residents and responding to complaints, reports, requests, and emergencies. Submits reports on infractions, violations, and safety issues. Promotes residence hall events. Informs residents about relevant campus and local activities.

### **Student Accommodation Staff at The Switch Melbourne**

Victoria Market Accommodation

June 2023 – December 2023

Assists in supervising residents and responding to complaints, reports, requests, and emergencies. Submits reports on infractions, violations, and safety issues. Promotes residence hall events. Informs residents about relevant campus and local activities.

### **Surveyor at Tropicana Corporation Berhad**

Aug 2022 - Aug 2022 (1 month or less)

Collects survey preferences and information from strangers. Uses communication skills to demonstrate the features of a product to an audience.

### **Administration Clerk at Maple Leaf Kingsley International School**

Nov 2019 - Dec 2019 (2 months)

Answers phone calls and emails. Performs data entry and filing tasks for accounts payable, purchase orders, equipment inventory, and confidential employee or departmental files. Receives, records, and distributes packages and mail. Compiles budget data and maintains financial records as requested.

## Skills

Communication Skills, Team Building, Advertising Media, Adobe Photoshop, Adobe Illustrator, Adobe Creative Cloud, Adobe Character Animator, Surveying, Research Projects, Administration, Cooking, Singing Studies, Dance Performance

## Languages

Bahasa Malaysia, Chinese - Cantonese, Chinese - Mandarin, English, Japanese

## Education

### **Bachelor of Advertising** from RMIT Melbourne

Expected finish Jun 2025

Participated in multiple advertising projects in various forms such as graphics, audio and videos. Collaborated with real brands such as "Black Star Pastry" and "Dodo: NBN Providers".

### **Bachelor of Mass Communication (Honours)** from Taylor's University

2021 - 2022

Completed projects using editing apps such as Adobe Photoshop, Adobe Illustrator and Adobe Character Animator.

Made research projects on psychology topics.

Joined social clubs and activities and participated in teambuilding activities.

### **Graduate Certificate of Academic Foundations** from Sunway University College

Finished 2021

Joined social clubs and participated in teambuilding activities.

Participated multiple art and media projects such as filming shorts movie and advertising posters.

### **Higher School Certificate** from Maple Leaf Kingsley International School

Finished 2020

Joined various sports and club societies (Cup stacking, Pastry, Cooking, Cheerleading, Chess)

Participated in creative performance such as choir, Latin dance, and modelling.

Participated in more than one cooking bazaars (Chef, Bartender, Promoter, Cashier)