

ASHLEE TAN YI LING

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EDUCATION

SINGAPORE MANAGEMENT UNIVERSITY (SMU) Bachelor of Social Science <ul style="list-style-type: none">• First Major: Psychology	2020 - Present
SAINT ANDREW'S JUNIOR COLLEGE A Levels	2018 - 2019
CONVENT OF THE HOLY INFANT JESUS SECONDARY O Levels	2014 - 2017

EXPERIENCE

SINGAPORE MANAGEMENT UNIVERSITY - Singapore Teaching Assistant <ul style="list-style-type: none">• Facilitated in-class discussions and assisted professor regarding logistical/administrative matters• Coordinated with students to manage teaching materials	2022 - 2022
LEXLY - Singapore Marketing Intern <ul style="list-style-type: none">• Wrote articles to be uploaded onto company's Wordpress• Created social media templates in accordance with consumer feedback• Designed daily Telegram content for company's channel	2021 - 2021
BAMBOO BUILDERS - Singapore Marketing and Operations Intern <ul style="list-style-type: none">• Designed content for 4 social media accounts - Telegram, LinkedIn, Facebook, Instagram• Drafted over 40 pitches to invite organisations to participate in Community Huddle• Planned out monthly social media calendar for Facebook account	2021 - 2021

CO-CURRICULAR ACTIVITIES

- Member of SMU Beach Volleyball
- Executive Committee Member of Aquatic Sharks
- Organising Committee for faculty's orientation camp (Programmes Department)
- Organising Committee for Sports Camp (Programmes Department)
- Organising Committee for Red Cross Project AC (Programmes Department)

SKILLS & INTERESTS

- English (native), Chinese (native), German (basic)