

# Ong Jie Yee 温洁瑜

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## WORK EXPERIENCE

### **VALNET INC**, *Freelance Staff Writer (Remote)*

Nov 2020-present | Melbourne, Australia

- Pitching, researching, and writing feature articles about tech for Valnet's sister US-based website, MakeUseOf.com.
- Basic SEO Optimisation

### **W.MEDIA**, *Freelance Tech News Reporter (Remote)*

Sep 2020-present | Melbourne, Australia

- Pitching and writing news about the tech industry in the Asia-Pacific region
- Managing social media accounts
- Basic SEO optimisation

### **URBAN.COM.AU**, *Content Writing Intern (Remote)*

Mar-Jun 2020 | Melbourne, Australia

- Pitching and writing real estate news and lifestyle content for urban.com.au's news site
- Recording Mandarin voiceovers for urban.com.au's YouTube channel
- Basic SEO optimisation

### **BLACKPEAK PTE. LTD.**, *Business*

*Intelligence External Consultant*

Nov 2019-Feb 2020, Feb 2021-present | Singapore, Australia

- Conducting investigative due diligence, political risk research, and business intelligence research on companies operating in the Asia-Pacific region
- Analysing intelligence gathered and producing written reports on subjects
- Translating and peer-reviewing written reports

### **MONASH UNIVERSITY**, *Note Taker*

Jul 2019-present | Melbourne, Australia

Employed on a casual basis by Monash University's Disability Support Services. Scribes for students with disabilities during lectures, tutorials and exams.

## EDUCATION

### **MONASH UNIVERSITY**, *B.A. Arts*

Jan 2019-Jun 2020 | Melbourne, Australia

- Internal course transfer from Monash University Malaysia, double major in Sociology and Literary Studies
- Sub-editor and contributor to *Lot's Wife*, Monash University's quarterly student magazine
- Weighted Average Mark (WAM) as of final semester (June 2020): 3.7/4.0

### **MONASH UNIVERSITY MALAYSIA**

Oct 2017-Dec 2018 | Kuala Lumpur, Malaysia

- Completed summer semester exchange program in Monash University Prato Centre, Italy
- Campus radio announcer for Radio Monash, Monash Malaysia's student-run radio station
- Monash Malaysia High Achievers' Award scholarship recipient

### **TAYLOR'S COLLEGE SUBANG JAYA**, *A-Levels*

Jan 2016-Jul 2017 | Kuala Lumpur, Malaysia

- A\* for English Literature, top ten percent of cohort

## SKILLS

### **Languages**

Mandarin (native), Cantonese (native), English (fluent), Malay (fluent), Korean (beginner)

### **IT**

Mac, Windows, Microsoft Office, Google G Suites, Drupal, Slack, Asana, WordPress, basic SEO optimisation, Zoho Social

### **Business Intelligence databases**

Thomson Reuters World-Check, Dow Jones Risk & Compliance, Maltego, SocialLinks