



GRIFFIN.WONG

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education

RMIT University School of Media

- Bachelor of Communication (Media), 2016 — present
- Advanced Diploma of Screen and Media, 2015
- Diploma of Screen and Media, 2014

INTO Manchester College, United Kingdom,
Foundation on Business and Humanities, 2013

experience

Tea FM (Local radio station)

December 2015 — February 2016

Intern:

- Research covers a variety of categories (i.e. Music, Films, Travel and Lifestyle interests)
- Good in handling live productions
- Familiar in handling RCS Sound System

Goodway Integrated Industries Bhd. (GIIB)

November 2014 — January 2015

Intern:

- Master in handling documentations
- Experienced in attending official meeting
- Master in written public affairs (i.e. email)
- Good in managing schedules and appointments

The Coffee Bean & Tea Leaf (Franchise)

September 2013 — January 2014

Barista/Cashier/Kitchen Helper:

- Experienced in coffee brewing
- Familiar with espresso machine
- Familiar with POS system
- Good in kitchen work
- Familiar in F&B rules and regulations

skills

Language

Fluent in spoken and written English and Mandarin. Good in spoken and written Malay. Intermediate level of Korean.

Software

Very proficient in Microsoft Word, Powerpoint and Excel. Proficient in Adobe Premiere Pro. Excel in Final Draft.

Personal

Punctual, self-disciplined, resourceful, passionate, fast learner and quick adaptability. Broad knowledge of social media:

[Facebook](#) | [Instagram](#) | [Media Factory](#)

Special Skills

Enjoy creative writing, filmmaking, painting, makeup and fashion styling.

projects

When We Meet (2014)

Self-directed and self produced short film under RMIT University.

Love, Again (2015)

Self-directed and self-produced short film under RMIT University.

(Google Drive access for portfolio:

<https://drive.google.com/folderview?id=0B32FYVQObz4YYdUt4WEFGNFZPNjA&usp=sharing>)

SCREENWRITER | FILMMAKER | FOOD LOVER | TRAVELLER | AND MORE AND MORE

-THANK YOU FOR READING.-