

ALYSSA SHANA HAZRA

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EDUCATION

2023 - 2027

NANYANG TECHNOLOGICAL
UNIVERSITY

- Bachelor of Arts (Hons),
Double Major in English
Literature and Philosophy
- CGPA: 4.62/5.00
- Recipient of School of
Humanities Scholarship

WORK EXPERIENCE

- **Freelance Literature Tutor** MAY 2021 - PRESENT
Self employed, Singapore
 - Facilitated students' improvement by at least 1-letter grade within 1.5 months through customised and effective lesson planning, catered to each student's needs and learning styles.
- **Merchandising Intern** SEP 2021 - MAY 2022
Lacoste Al-Futtaim, Singapore
 - Developed a new organisation system using Microsoft Excel to keep track of invoicing and payments, reducing the amount of overdue payments by at least 60%.
 - Conducted market research to identify emerging trends, customer needs, and competitor strategies.
- **Makeup Apprentice** APR 2021 - JUN 2021
Oak3Films, Singapore
 - Collaborated with the production's Head Makeup Artist in the application of Special Effects (SFX) Makeup on cast members.
 - Adapted quickly to emergencies, demonstrating strong teamwork and communication skills by coordinating with team members to implement solutions and ensure the continuity of production.

COURSEWORK AND PROJECTS

- **NTU English Club** OCT 2024 - PRESENT
Publications Committee
 - Write and edit creative works for the club's digital magazine publication, Myriad.
- **MUSE Writing Committee** AUG 2024 - PRESENT
Writer
 - Develop the plot and storyline for an upcoming short film.
 - Conceptualise and write the yearbook for the residential college's residents.
 - Write scripts for the residential college's podcast: Pod4cast.
- **MUSE Theatre Production** AUG 2023 - SEPT 2024
Production Team
 - Conceptualised makeup and costumes as the Head Makeup Artist for a student production of Frankenstein.

SKILLS

- Technical skills: Wix, Canva
- Languages: English (Fluent), Mandarin Chinese (Intermediate)