

LEE GAN JOSEPH PERADA

Liberal Arts Undergraduate | English Literature and Media

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KEY SKILLS

Creative and Content Writing	Journalism (Online and Print)	English Teaching (MOE Syllabus)	Digital and Social Media	Academic research
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EDUCATION

Bachelor of Arts (English) Nanyang Technological University **Aug 2019 – May 2023 (Expected)**

- Obtained Cumulative Grade-Point-Average (CGPA) of 4.30 / 5.00 (as of end-Semester 1, AY2022-23).
- Expected degree classification: Honours (Distinction).
- Completed a Minor in Creative Writing and am pursuing one in Business.

Diploma in Mass Communications, Ngee Ann Polytechnic **Apr 2014 - Mar 2017**

- Obtained Cumulative Grade-Point-Average (CGPA) of 3.38 / 4.00 with merit.
- Specialized in Creative Writing, Documentary Film Production, and Advertising.
- Well-versed in marketing and editorial communications.

RESEARCH PROJECTS

URECA Research Project: A Study of Singaporean Eco-Literature **Aug 2020 - Mar 2021**

- Examines a range of literary and non-literary works in Singapore through an ecocritical lens and assesses its relationship to environmental discourse in Singapore.
- Focuses on the relationship between language used in literature and its impact and effectiveness on current climate discourse.

Overseas Study Trip: University of Queensland, Australia **Mar 2016 - Mar 2016**

- Led and managed the Ngee Ann Polytechnic, School of Film and Media Studies 2016 Australia study trip three-member team's Facebook and long-form accounts for over 10 days, amassing a viewership of over 100 views without advertising.
- Studied the Australian communications industry, especially its journalism and publishing industries and presented findings in a school-wide presentation.

WORK EXPERIENCE

Tuition Teacher, Centre 4 Learning @ Proverbs 1:5

Dec 2021 - Nov 2022

- Researched, planned and taught O Level, NA Level, and PSLE Level syllabus English to 5 different classes of students.
- Helped improve grades of 12 students for their final year examinations including one PSLE level student from an AL6 to an AL2.

Intern Media Officer, The Bible Society

May 2021 - Aug 2021

- Wrote scripts and advertorials for Ministry of Manpower (MOM) partnered events such as The Alliance of Guest Workers Outreach's (AGWO) *A National Day Celebration with Guest Workers—“The Road Ahead... Together”* show.
- Managed *The Bible Society's* Instagram and Facebook accounts, growing the organisation's Instagram account from 7,500 followers to 8,100 followers in 3 months.
- Regularly interacted with clients and sponsors through designing and writing *The Bible Society's* e-blast advertorials, contributing to over 12 e-blasts in 3 months.
- Contributed articles and magazine activities to *The Bible Society's* quarterly magazine, *Word@Work's* September 2021 issue.
- Worked as an assistant producer for *The Bible Society's* filmings and online Zoom events.

Freelance Journalist, Catholic News Singapore

Mar 2017 - Jul 2017

- Contributed to news articles for Singapore's official Catholic Newspaper distributed to Singapore's 31 parishes.

Intern Journalist, The New Paper, Singapore Press Holdings

Sep 2016 - Mar 2017

- Wrote over 40 articles in a span of 6 months with 5 articles achieving the newspaper's front page with several articles taken by *The Straits Times*.
- Worked closely with full-time professional journalists and editors daily and pitched over 20 approved original articles.
- Identified key hot-button issues and took initiative by pitching a series on Personal Mobility Devices in Singapore, increasing readership on the topic by over 5000 views on Facebook.
- Contributed articles towards an average daily circulation of 300,000 physical copies and an online engagement of 2,000 readers.

CO-CURRICULAR ACTIVITIES / LEADERSHIP INVOLVEMENT

Faith Community Exco, Special Projects/Admin, St Anne's Church

Sep 2021 - Present

- Plans and organises sessions as part of the 5-man leadership team for the church community, *Alpha*, in St Anne's Church, a 30 member young adults group.
- Ideates and liaises cross-community and church-wide events as the head of Special Projects such as the *St Anne's Lenten Rosary* nights, with an average of 100 participants in attendance across 5 sessions.

Intercessory Ministry Head, NTUCSA

Aug 2022 - Dec 2022

- Led and guided a group of 16 Catholic students to pray for the university community by planning and allocating rostered roles and organizing events and meetings.

Retreat Master, St Anne's Church Level 8 Catechetical Retreat

Dec 2021

- Led, planned, and spearheaded many church retreats including a 2-day hybrid physical-and-online church retreat for 131 students while leading a service team of over 60 volunteers.
- Coordinated planning, logistics and administration for the retreat while keeping up-to-date with the latest Cov-19 retreat restrictions.

Catholic Awareness Week 2021 Exco Member, NTUCSA

Apr 2021

- Planned, organised, and presided over 4 events over the course of 2 weeks to raise awareness for Catholic Students' Apostolate NTU (NTUCSA).
- Discussed, wrote scripts for, and liaised with the club's various departments such as the social media and special projects ministries for advertisements and manpower needs.

Cell Group Leader, NTUCSA

Jan 2020 - Present

- Led and guided groups of 4-11 male Catholic students across 3 semesters in the practice of faith and community life while at the same time helping male freshmen adjust to university life.

Formations and Intercessory Ministry Member, NTUCSA

Aug 2019 - May 2022

- Wrote editorials and reflections on a monthly basis for the club's Telegram platform: *Witness Wire* which boasts 160 subscribers.

COMMUNITY INVOLVEMENT / VOLUNTEER WORK

Catechist, St Anne's Church

Jan 2016 - Nov 2022

- Teaches the *Catechism of the Catholic Church* to students from L7-L9 (12-16 years old).
- Accredited with certificates in *Listening and Facilitating*, *The Virtues Project* and more.

Volunteer, Catholic Welfare Services

Oct 2019 - Present

- Registered volunteer for *Catholic Welfare Services*. Volunteered at St Joseph's Home with weekly visits in 2019 and participated in the 2021 *Befrienders Programme*.

HOBBIES AND INTERESTS

- Maintains and publishes articles in an online literary blog with over 2,000 views and 1,500 followers. Regularly participates in short story and poetry writing competitions with contributions in *Pandemic Poems: May Day! 2020* and *Bury Library*.
- Reads widely to keep up-to-date with world and industry trends. Takes courses on *Linkedin Learning* for certifications.

MISC INFORMATION

- Nationality: Singaporean.
- Languages: English (Fluent) and Mandarin (Proficient).
- Digital Skills: Canva (Proficient), Microsoft Office (Proficient), Adobe Creative Suite, including Photoshop, Premiere Pro, and Illustrator (Capable) and coding in C++ (Capable).
- Availability: Immediate.