



Bryan Wai Keong Parcio Ng

Teambuilding Specialist | Event Organiser

Specialise in event organising for over the past 5 years and recently picking up teambuilding training as a way forth, always seeking out companies that needs assistance in team bonding and engagement.

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C-22-7, Sri Putramas Condo 1, 51200 Kuala Lumpur

PROFILE

Birth Date : September 1, 1994
Birth Place : Cabanatuan, Philippines
Citizenship : Malaysian
Civil Status : Single
Religion : Christian
LinkedIn : bryan-ng-782088bb
Current Role : Entrepreneur

EDUCATION

Primary SJK(C) Jalan Davidson
Kuala Lumpur

Secondary SMJK Confucian
Kuala Lumpur

Tertiary Saito College
Petaling Jaya

Diploma in Interior Design

SKILLS

ACTIVE LISTENING ■■■■■

PERSEVERANCE ■■■■■

HARDWORK ■■■■■

MULTI TASKING ■■■■■

WRITTEN & ORAL COMMUNICATION ■■■■■

CREATIVITY & PROBLEM SOLVING SKILLS ■■■■■

EXPERIENCE

Zense Resources Sdn Bhd

Interior Designer & Site Supervisor

August 2015- August 2016

- Draught technical drawings of multiple construction projects
- Manage suppliers from A-Z of each projects
- Communicate with client from multiple countries
- 3D drawing
- Learn and understand new materials in the industry
- Attend sales meeting
- Communicate with architect, engineers, etc.

Business Networking International (BNI)

Personal Assistant

August 2016 – April 2017

- Assisting Director in any financial & banking tasks
- Manage and handle BNI members requirements / applications
- Handle all logistics and bookings for meetings & events
- Participate in meetings (Networking)
- Attend sales meeting

Discovery Overland Holidays Sdn Bhd

Product Development & Marketing Executive

April 2017 – May 2019

- Develop new and bespoke local tours and programmes
- Organise recce trips
- Design brochures and any printed materials
- Represent company in networking events / conference
- Manage events (MICE)
- Sales support (Quotation, Proposal)

OYO Homes Sdn Bhd

Revenue Associate

May 2019 – Dec 2019

- Back end support of the organisation
- Develop price comparisons over all online travel agencies
- Manage and detect pricing issues
- Communicate with multiple departments to strategize a better pricing plan
- Conduct meetings internally for brainstorming sessions

Xttack Events Management Sdn Bhd

Project Executive

Dec 2019 - May 2021

- Manage all operation
- Handle event projects from proposal to event day
- Communicate with clients (Client servicing)
- Sales pitching (Sales presentation)
- Sales Support (Quotation, Proposal Preparation)
- Handle all design (Printed and Electronic Materials)
- Video Editing

LANGUAGE

ENGLISH

MANDARIN

BAHASA

Simplified Management Consultancy Sdn Bhd

Head of Digital Marketing

May 2021 – Aug 2021

- Provides sales support with marketing materials
- Handle social media marketing via online platforms
- Assist in sales presentation
- Provide weekly report of social media performances

Simplified Studio Sdn Bhd

Director

Aug 2021 - Sep 2023

- Manage all company operations
- Develop sales and operation KPI for the organisation
- Attend sales pitching & Client servicing
- Prepare proposals and quotations
- Handle human resource and talent management
- Provide monthly report to investors and partners

JOURNEY

Zense Resources Sdn Bhd

Interior Designer & Site Supervisor

1 year

Business Networking International (BNI)

Personal Assitant

1 year

Discovery Overland Holidays S/B

Product Development & Marketing Executive

2 years

OYO Homes Sdn Bhd

Revenue Associate

7 mos

Xttack Events Management S/B

Project Executive

1 year
6 mos

Simplified Management Consultancy S/B

Head of Marketing

3 mos

Simplified Studio Sdn Bhd

Director

2 years
2 mos

Present

Entrepreneur in Training & Events

Certificate

Certified HRDC Trainer

Train the Trainer Programme (TTT)

Certified First Aider

Certified Aquatic Safety Lifeguarding

Professional Skills

Graphic Design

Adobe Photoshop & Illustrator

Interactive Presentation Design

Microsoft Powerpoint 2021

Microsoft Powerpoint 365

Video Editing

Adobe After Effects & Capcut

Technical Skills Training

Advanced Powerpoint, Photoshop,

Capcut, and Basic Illustrator