



Photo credit: Christine Wong

Proposer: Ng Pey Ling

Seconder: Teh Khoon Kheng

Hello all! I am Ziqing! All I want to be this academic year is your

**CUMaS Secretary!**

I think it is important for a secretary to express idea clearly, so instead I came up with this table:

Quality of ideal secretary	My strength	Compatibility
<b>Be organized</b>	<ul style="list-style-type: none"> <li>I love organizing papers in file</li> <li>I always bring with me a notebook for recording important information</li> </ul>	Aside from slightly messier study table during midterm, I am quite organized in general
<b>Keep copies of all correspondence</b>	<ul style="list-style-type: none"> <li>I still have a copy of all my reports since Lower secondary in my pendrive (USB memory stick)</li> <li>I enjoy processing documents in computer</li> </ul>	I can handle this!
<b>Learning and updating my skills constantly</b>	<ul style="list-style-type: none"> <li>I always push myself to learn and try out new skills, such as acting</li> </ul>	Even though I am not a fast learner, I will try my best to learn on par (the best that I can do)
<b>Respect confidentiality</b>	<ul style="list-style-type: none"> <li>I will not share any of your private information to others, unless it is deemed essential to solve your problem</li> <li>I will still keep your name anonymous, I promise</li> </ul>	Feel free to talk to me, after all, I am an adorable guy.
<b>Patience</b>	<ul style="list-style-type: none"> <li>I am extremely patient and nice if you talk to me.</li> </ul>	I seem impatient sometimes while waiting for someone because I am worrying that you may be in trouble
<b>Punctuality</b>	<ul style="list-style-type: none"> <li>As a Malaysian, I am quite punctual</li> <li>I attended all necessary rehearsals and events so far</li> </ul>	Not too bad after all!

**Thank you** for your effort in going through this! If you're convinced, why not **give me a chance?** =)

Second choice: Entertainment Officer