

KRIZZA MAMANGON APO

Email: Krizzaapo1998@gmail.com | Phone: +852 55436297
LinkedIn Profile: www.linkedin.com/in/krizza-apo-0a7b011b9

Location: 403 NGAN HUNG HOUSE, NGAN WAN ESTATE, MUI WO, LANTAU ISLAND, Hong Kong

Qualifications: Higher Diploma, Early Childhood Education,

Certificates: Qualified Kindergarten Teacher, Certificate in Business

WORK HISTORY

Full-time Educational Assistant (2018- 2021), Part-time Educational Assistant, ESF Tsing Yi - Hong Kong (2021 - Present)

- Collaborated with a team of four educational assistants to develop teaching plans and present them in weekly meetings to the principal
- Reported progress and developmental observations for 25 children in accordance with the IB curriculum
- Organized and maintained comprehensive records of past teaching plans
- Assisted teaching practitioners in delivering play-centered educational activities to contribute to and enhance children's social and cognitive skills
- Participated in weekly meetings to support and strategize effective methods to further assist children with learning challenges

Part-time Legal Fellowship, Justice Without Borders (2023 September - 2024 February)

- Assisted with simple casework, such as gathering relevant evidence, assisting in documenting the client's statements to support legal claims
- Facilitated communication with current and potential clients
- Provided English-Tagalog translation and interpretation in meetings and documentation
- Collaborated and assisted with legal fellows to prepare PowerPoint presentations
- Supported in drafting and reviewing letters to stakeholders
- Collaborated with legal fellows and supervisors to support and develop the mentorship program

Legal Internship, Deacons (2023 August - 2023 August, 2 weeks)

- Contributed to writing legal templates
- Supported drafting of emails to stakeholders

OTHER EXPERIENCES & HIGHLIGHTS

EMPOWER BY THE AMBER FOUNDATION (2025 OCTOBER - PRESENT)

- Successfully admitted as a participant in Cohort 8 of the Amber Foundation to learn about career development, networking, interview preparation, and business etiquette

Aspire Leaders Program (2025 OCTOBER - 2025 DECEMBER)

- Selected as a participant in Cohort 5 of the Aspire Leaders Program, aimed at training individuals from limited-income backgrounds and first-generation university students. The program objective is to develop leadership skills, career decision-making, and communication skills

Student Voice Member of Student Voice Group (2024 October - June 2025 | HK/London, Remote)

- Participated in monthly tasks, including reading materials for meeting discussions and completing surveys
- Voiced solutions to the University of London on how students can overcome career challenges
- Engaged in discussions with University of London students worldwide to explore current challenges in student career development

EDUCATION

Bachelor of Laws - Part-time LLB

University of London, October 2022 - present

Higher National Certificate, Business

University of Sunderland (Jan 2021- Jan 2022)

Higher Diploma, Early Childhood Development,

Yew Chung Community College (2016 - 2018)

Applied Learning Certificate, Aviation,

Hku Space (2015 - 2016)

SKILLS

Languages: English | Tagalog | Beginner level of Cantonese

Technologies: | Zoom | Social Media | G-Suite | Basic Canva