CURRICULUM VITAE

PERSONAL INFORMATION

Name: Hiu Pun Chong

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Gender: Male
Date of Birth: 28 March

Address: Sprengelstraße 33 13353 Berlin Germany

Nationalities: British National Overseas / Hong Kong Chinese / German

PROFESSIONAL EXPERIENCE

10/2012 - Now

Training and Knowledge Consultant, Deutsche Bank Risk Centre

Berlin, Germany

- Founder of Berlin ORM (Operational Risk Management) Leadership Academy
 - Collaborating with leadership team to define training strategy
 - Designing content and materials of training programs based on methodological knowledge in the training field (e.g. Storyline, VARK)
 - Delivering leadership, teamwork and soft skill workshops based on MBTI and DiSC
 - Training programs evaluation (using kirkpatrick model)
 - Update and maintenance of trainer manual
- Coaching team heads and new joiners with MBTI and FIRO-B
- Implementation of learning technology and e-learning tools (e.g. jitsi)
- Analysis and reporting on training activities and quality measures based on attendance and statistics

4/2015 - Now

Trainer and Coach, Freelance

Germany / Poland

- Teaching leadership, teamwork and organization behaviour as lecturer in the master program of Berlin School of Economics and Law, Warsaw School of Economics and Technische Universität Dresden
- Designing and delivering workshops on various leadership and team work topics at Microsoft, WeWork, SpaceShack and Factory Berlin
- Speaker for Leadership Festival, "Psychometrics and leadership"
- Speaker for Chinese European Forum, "The bright side, dark side and inside of leadership" and "Intercultural conflict management"
- Speaker for BeWise conference, "How to connect with your colleagues better and create satisfying relationships"
- Speaker for Leo Academy, "Enable success through personality insight" and "The key to team work success"

9/2009 - 9/2012

Co-Founder, Communication and Training Director, VolTra

Belgium / Hong Kong

- Promoted volunteer travel through radio, TV, magazine, newspaper
- Organized overseas educational trips and itinerary planning
- Organized and conducted training for members (classroom and online)
- Training programs evaluation
- Established relationships with companies, startups, NGOs and other external partners
- Devised strategies for business development
- Guest speaker in radio, TV, magazine, newspaper to promote the organization

9/2008 - 8/2009

Arts administrator, Edward Lam Dance Theatre

Hong Kong, China

- Assisted in theatre training and education programs
- Coordinated theatre projects in different cities

Wrote project and funding proposals

6/2007 – 7/2008 Product Consultant, Horizon Software / Programming Research

Paris, France / London, UK

- Product presentation and training to customers worldwide
- Customer consultancy

2/2004 - 8/2004 e-

e-learning Consultant, Cleverlearn Development Ltd

Cebu, Philippines

- Education product (translator) development and consultancy
- e-learning innovation designed new learning features by integrating human experience
- e-learning enhancement improved the existing product functionalities

9/2001 - 1/2004

Software Engineer, Gemstar Technology Development Ltd

Hong Kong, China

- Training and operational support
- Multimedia product design
- Computer programming (C, C++)

CERTIFICATIONS

- Foundational Certificate Marketing for Coaches, SpeakUp, 2021
- Diploma in Professional Coaching, SpeakUp, 2020
- Diploma in Speaking for Coaches, SpeakUp, 2020
- Foundational Certificate Sales Skills for Coaches, SpeakUp, 2020
- DiSC (Dominance, Influence, Steadiness, Conscientiousness), Everything DiSC, 2018
- Hogan Assessments, Advanced People Strategies, 2017
- MBTI Type Dynamics in Action, The Myers-Briggs Company, 2017
- FIRO (Fundamental Interpersonal Relationship Orientation), The Myers-Briggs Company, 2016
- MBTI Step I and Step II, The Myers-Briggs Company, 2015

EDUCATION

1/2006 – 12/2006 European School of Management and Technology

Berlin, Germany

MBA (Deutsche Post Award)

9/2004 – 8/2005 Brandenburg Technical University Cottbus

Cottbus, Germany

Courses in international business

9/1997 – 8/2000 Chinese University of Hong Kong

Hong Kong, China

• Bachelor of Engineering in Information Engineering (2nd class Upper Hons.)

IT SKILLS

Learning Management System (advanced)

Microsoft Office (expert)

VBA Programming (expert)

LANGUAGE SKILLS

Chinese (native)

English (native)

German (intermediate)

French (elementary)

VOLUNTARY WORK

Chairperson of Deutsche Bank Diversity, Arts & Social Committee, English Theatre, Serve the City Berlin

HOBBIES AND INTERESTS

PADI Advance Open Water Diver, world traveler, German literature, English literature, classical music