

Noor Azami

IT SUPPORT

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[Noor Azami](#) | [LinkedIn](#)

EXPERIENCE

December 2023 – January 2025

Vice President Club, Information Technology Club, Universiti Tun Hussein Onn Malaysia

- Successfully managed and executed 17 club events, including meetings, annual grand dinners, and team-building activities.
- Developed and implemented comprehensive annual program plans for each department with a minimum of 2 programs, ensuring timely and efficient execution of all initiatives.
- Provided critical support to the club president, including assisting with urgent matters and representing the club in official settings, such as delivering welcome speeches to new students. Leading and manage 24 club members while representing as vice president.
- Actively participated in and led various club departments, including Protocol, Special Tasks, Sports Management, Transportation, and Technical, demonstrating strong leadership and teamwork skills.
- Managed and maintained the club room, identifying areas for improvement and implementing strategies for enhanced functionality and utilization.

October 2024 – October 2024 (2 Week)

Facilitator Food Department Orientation Day (MHS), Universiti Tun Hussein Onn Malaysia

- Managed a food station responsible for collecting, gathering, and distributing food packs to 1900 students.
- Developed and implemented a budget conscious food plan below RM10 to ensure adequate and equitable food distribution for all participants, including facilitators, throughout the two-week program.
- Conducted thorough inspections of food upon delivery from vendors to ensure quantity, quality, and safety standards were met.
- Optimized food packaging processes to improve efficiency and facilitated the delivery of meals to students residing in dormitories.
- Prioritized the dietary needs of all participants, ensuring immediate replacement of any food items causing allergic reactions.
- Provided high-quality and attentive food service to VIP guests in designated VIP rooms, adhering to strict etiquette and ensuring a positive dining experience.

December 2021 – February 2023

Student Representative Council, MPP Universiti Teknologi MARA, Johor

- Proficient in managing and creating engaging content for Instagram, Facebook, and Telegram platforms.
- Skilled in designing and producing high-quality visual content, including social media graphics, mockups, and merchandise designs (T-shirts, tote bags, lanyards).
- Experienced in editing video content for various purposes, including montages, trailers, and opening

event sequences.

- Adept at providing technical support and operating multimedia equipment backstage during live events.

EDUCATION

October 2023 – December 2026

Bachelor's Degree, Information Technology, Universiti Tun Hussein Onn, Malaysia

October 2020 - February 2023

Associate degree, Information Management, Universiti Teknologi MARA, Malaysia

CERTIFICATE

September 2024

CCNA: Introduction to Networks, Cisco

September 2024

Google IT Support, Google

SOFT SKILLS

Project management
Organization

Leadership
Problem-solving

Communication
Management

HARD SKILLS

Adobe Illustrator
Canva
VMware
Operating System

Adobe Photoshop
Linux
Networking
Remote Support

Multimedia
Windows
Troubleshooting