



# NUR ASYILAH BINTI AHMAD

## INFORMATION SCIENCE AND LIBRARY MANAGEMENT STUDENT | UiTM

### CONTACT ME



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**Address :**

NO 63B, Lorong Wak Salimin, Kampung  
Padang Kunyit, 3300 Gerik, Perak

### SOFTWARE SKILLS

Microsoft Word

Microsoft Excell

Microsoft PowerPoint

Google Workspace

Google Meet

Basic HTML

### SOFT SKILLS

Management Skills

Time Management

Communication Skills

Teamwork

Critical Thinking

Adaptability & Flexibility

Creativity

### LANGUAGE

- Bahasa Melayu (Fluent)
- English ( Moderate proficiency)
- Mandarin (Basic)

### ABOUT ME

An ambitious, positive, dedicated and motivated person, looking for a job with a reputable organization, where my skills can be a positive contribution to an organization. I am also good at managing my time wisely and can multitask within the allotted time.

### EDUCATION

- **Universiti Teknologi Mara Cawangan Kedah** *2023 - Current*  
Bachelor of Information Science (Hons.) Library Management  
**GPA: 3.37** **CGPA: 3.24**
- **Sekolah Menengah Kebangsaan Seri Budiman, Gerik, Perak** *2021 - 2023*  
Malaysian Higher School Certificate (STPM)  
**CGPA: 2.83**
- **Sekolah Menengah Kebangsaan Gerik, Perak** *2016 - 2020*  
Malaysian Certificate of Education (SPM)  
**Result : 1A 2A- 2B+ 1B 1C+ 1C**

### ACTIVITIES INVOLVEMENT

#### HR EXCEL-ERATOR: MASTERING DATA FOR FUTURE LEADERS *NOVEMBER 2024*

Attended a professional development program organized by the Human Resource Management Club, Universiti Utara Malaysia (UUM). This program improved data analysis skills and efficiency in HR operations

### REFERENCES

#### DR. MOHAMMAD AZHAN BIN ABDUL AZIZ

Senior Lecturer

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