

MUHAMMAD RAIMI BIN ROZAINOR



Address: DDRESSSSSSSSSSSSSSSSSSSS

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Objective Summary

Brings structure and teamwork into every task handled. Balances clarity, communication, and decision-making to ensure smooth progress. Enjoys seeing plans turn into results through shared effort and clear steps. Maintains energy during tight deadlines and changing priorities. Adjusts quickly without losing direction. Constantly looks for better ways to handle work and support those around.

Educational Background

UiTM Bandaraya Melaka
2022-2023
Degree in International Business

UiTM Alor Gajah, Melaka
2019-2022
Diploma in Accountancy

SMK Raja Jumaat, Port Dickson
2016-2018
Sijil Pelajaran Malaysia (SPM)
Result: 6A's

Technical & Personality Proficiency

Rolling Cinnamon Roll	Hardworking
Baking Cinnamon Roll	Willing to Learn
Multitask	Communication
Customer Service	Quickly Adaptable

Languages / Strengths

Rolling Cinnamon Roll	Hardworking
Baking Cinnamon Roll	Willing to Learn
Multitask	Communication
Customer Service	Quickly Adaptable

References

Rolling Cinnamon Roll
Baking Cinnamon Roll
Multitask
Customer Service

Professional Experience

Health Jaya Nursing Care
Jun 2022 - Sep 2023
Part-Time Administration And Marketing

- Developed a proactive and dependable approach to multitasking by efficiently managing and prioritizing diverse tasks. This involved honing strong organizational skills, ensuring that each responsibility was addressed with diligence and timeliness.
- Prioritized patient well-being by meticulously organizing daily basic care needs. This dedication to detail was not just about fulfilling routine tasks but also ensuring a personalized and comfortable environment for patients, contributing to an elevated standard of care.
- Collaborated effectively within the healthcare team, actively participating in discussions and decisions that shaped comprehensive patient care. This involvement extended beyond individual tasks, fostering a cooperative environment where collective insights and expertise contributed to optimal patient outcomes.
- Exhibited proficiency in written and verbal communication, serving as a strong asset in interactions with patients and their families. Effective communication not only ensured clarity in conveying information but also fostered positive and supportive relationships within the healthcare setting.
- Maintained meticulous attention to detail in managing patient records and reports. This commitment to accuracy and reliability in healthcare documentation was crucial in ensuring the quality of patient care and facilitating seamless collaboration among healthcare professionals.