



IRDINA DAMIA BINTI HASHIMI

LIBRARIANS

CONTACT

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📍 No. 4, Jalan Utama Indah 4,
Taman Utama Indah,
01000 Kangar, Perlis,
Malaysia

EDUCATION

2023 - Present

UNIVERSITI TEKNOLOGI MARA (UITM)

- Bachelor of information science in library management
- CGPA: 3.18

2021-2023

SMK DERMA

- STPM in Social Science
- CGPA: 2.50

2016 - 2021

SMK SYED HASSAN

- SPM: 2 A-, 4 B+, 1 C

SKILLS

- Microsoft Word, Excel, PowerPoint, Access, Power BI
- Canva (design & layout)
- Visual Studio (basic)
- Notepad / HTML (basic)

LANGUAGES

- Malay — 100%
- English — 100%
- Chinese — 50%

PROFILE

An Information Science (Library Management) student at UiTM with hands-on experience in sales, promotion, digital publishing, and public event communication. Skilled in Microsoft Office applications, research support, and information organization. Experienced in public relations roles such as Master of Ceremonies and multimedia production. Passionate about library services, digital information management, and knowledge dissemination.

WORK EXPERIENCE

• Sales & Promotion — IMAN ILHAM ENTERPRISE

Aug 2025 - Oct 2025

- Promoted products through physical platforms
- Assisted in marketing engagement and customer communication

• Sales & Promotion — AUNTY DY VENTURES

2023 - Present

- Managed sales promotions and attended to customer inquiries
- Assisted in basic documentation and stock arrangement

• Cashier — Pasaraya AMS Kangar

Apr 2023 - Jul 2023

- Operated POS system and handled payment transactions
- Provided customer service and maintained cash accuracy

• Participant — Global IT Challenge for Youth with Disabilities 2021

- Represented school in an international ICT competition

• Public Relations & Digital Media (Various Academic Events)

- Served as Master of Ceremonies (MC) for program events
- Supported multimedia tasks for publication and event documentation

REFERENCE

Mahadi Bin Mahmood

Lecture

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Anis Husna Binti Anuar

Owner of Iman Ilham Enterprise

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