



ILMAN HAIKAL

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CAREER OBJECTIVE

To gain experience and improve my skills in the field of information management. I hope to work in a place where I can learn, help others, and grow in my career. I enjoy working with data, organizing information, and using computer tools. I am also ready to face new challenges and learn new things. I am looking for an internship position where I can apply what I have learned in my studies. I am responsible, and able to work well with others. I am also open to any task that can help me grow professionally.

SUMMARY

I am a motivated and responsible person currently studying Diploma in Information Management. I have basic knowledge in handling information, organizing data, and using digital tools. I work well with others, learn quickly, and always try to do my best in any task.

EDUCATION

High school graduate **July 2018- March 2023**

Sekolah Menengah Kebangsaan Junjung

- Completed Sijil Pelajaran Malaysia (SPM) with result: 4A, 3B, 2C

Diploma **Mar 2023 - Feb 2026**

Universiti Teknologi Mara (UiTM)

- Diploma in Information Management (In Progress)

TECHNICAL & SOFT SKILLS

Technical Skill

- Microsoft Office (Word, Excel, PowerPoint)
- Report Writing
- Information Handling
- AI Tool Proficiency
- Digital Design

Soft Skill

- Time Management, Communication, Teamwork, Adaptability, Research and Analysis

Language

- Malay
- English

CERTIFICATIONS & AWARDS

Choral Speaking Competition **Feb 2019**

- Choral Speaking Team Member (Kulim Central Competition)

UiTM Student Business Registration Slip **May 2025**

- Masmed Young Entrepreneurship (MyENT)

REFERENCES

Dr. Sharunizam Shari

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