



Desmond Ooi Wee Kok

Tunku Abdul Rahman University College (TARUC)
Faculty of Accountancy, Business and Finance
Bachelor Degree in Business Administration (Sep 2015)

(+60) 175076467 | v-kok91@hotmail.com | MYR 2,600 | Kuala Lumpur, Kuala Lumpur

Experience

Jan 2015 - Apr 2015
(3 months)

Industrial Training as Consultant

Abeo International Sdn. Bhd. | Kuala Lumpur, Malaysia

Industry	Consulting (IT, Science, Engineering & Technical)
Specialization	IT/Computer - Software
Role	Functional Consultant/Business Analyst
Position Level	Fresh / Entry Level

Primary Responsibility:

- Add on Development for SAP Business One
- Involve mobility development
- Involve in Project Kick Off, Business Process Mapping, Consultancy in Business Process
- System configuration and development
- Preparing Training Materials
- Data Migration
- Users acceptance Test, Live Operation, Post Implementation Review
- SAP Business One Product Support
- Handling Customer Support Requests across the SAP Modules
- Involve in Commercial Aspect of the Customer's Sales Cycle

Education

Sep 2015

Tunku Abdul Rahman University College (TARUC)

Bachelor's Degree in Business Studies/Administration/Management | Malaysia

Major	Business Administration
Grade	3.4/4

Remark	Obtaining 50% of TAR University College Merit Scholarship
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May 2013

Tunku Abdul Rahman College (TARC)

Diploma in Business Studies/Administration/Management | Malaysia

Major	Business Administration
CGPA	3.7/4

Skills

Advanced
Intermediate

Microsoft Word 2010, PowerPoint, Planning And Organizing Skills
Presentation Skills, Communication Skills, Leadership Skills, Microsoft Excel, SAP
Business One

Languages

Proficiency level: 0 - Poor, 10 - Excellent

Language	Spoken	Written
Chinese (Primary)	9	9
English	7	7
Bahasa Malaysia	7	7

Additional Info

Expected Salary	SGD2,000 or MYR 2,600
Preferred Work Location	Anywhere in Singapore, Anywhere in Malaysia, especially Kuala Lumpur, & Penang

Personal Profile

I am willing and open to try new ideas and concepts. I am also a fast learner and able to work independently as well as a dynamics team member.

Career Objective

To be associated with a progressive institution that gives scope to utilize my skills and abilities that offer professional growth while accept new ideas and lifelong learning.

Co-Curricular Activities

- 1) Class Representative (Year 2011 - 2013)
- 2) Member in Badminton Society TARUC (Year 2012)
- 3) Member in Gym Workout (Year 2014)
- 4) Participant in Executive Summary Workshop (Year 2014)
- 5) Participant in SAP Business One Fundamentals Workshop (Year 2014)

Part Time Working Experience

- 1) Dapper Corporation Sdn. Bhd (The Store Corporation Bhd.)
 - ❖ Location : Jalan Kampar, Ipoh, Perak
 - ❖ Position : Temporary Promoter
 - ❖ Scope of Work : To promote product such as clothes, jeans, formal dress
To serve and provide assistance to the customer when they needed
- 2) Jordone Corporate Centre (The Store Corporation Bhd.)
 - ❖ Location : Jalan Kampar, Ipoh, Perak
 - ❖ Position : Permanent Promoter
 - ❖ Scope of Work : To promote product as well as bookkeeping
To serve and provide assistance to customer when they needed

Interest

Travelling, Sport (Gym, Cycle, Badminton) , Cooking, Music

About Me

Gender	Male
Age	24
Address	No. 45 Lebuhr Pegoh Timur 12 Taman Lapangan Ria 31650 Ipoh Perak
Nationality	Malaysia