



HARITH HAKIMI

LIBRARY MANAGEMENT

PERSONAL BACKGROUND

My name is Harith Hakimi Bin Hisham. I am 20 years old and a full-time student in the Diploma Library Management program under the Faculty of Information Management. I am also good in marketing and even graphic design.

LANGUAGE SKILLS

- MALAY
- ENGLISH

GET IN TOUCH WITH ME

Address: 04-03-27 Pangsapuri
Kiambang, Taman Bukit Subang, Jalan
Metafasa U16/3, seksyen U16, 40160
Shah Alam, Selangor.

Contact: 011-37335128

E-mail: harithhakimi01@gmail.com

WORK EXPERIENCE

Store Associates

7-Eleven Malaysia Sdn. Bhd. | 2021

- 8 months of working experience in the retailer and F&B field
- Manage stocktake data and organize documents invoice
- Manage to luminaire and upsell the store sells
- Daily food hygiene and sanitation handling
- Multitasking and able to work in a group

EDUCATIONAL BACKGROUND

Sijil Pelajaran Malaysia (SPM)

Sekolah Menengah Kebangsaan Taman Tun Dr Ismail Jaya (TTDI)

- 3A, 4B, 1C

Grade Point Average (GPA) Semester 1

Universiti Teknologi MARA (UiTM) Kampus Cawangan Kedah

- GPA: 3.54

Grade Point Average (GPA) Semester 2

Universiti Teknologi MARA (UiTM) Kampus Cawangan Kedah

- GPA: 3.35

SKILLS

- I have good skills in the adobe program such as Photoshop, Illustrator, InDesign, and even Animate
- I also have good soft skills in Microsoft Word and PowerPoint
- I can work in a team group and can also work under pressure.