

# HARUN SANTUSO BIN SULAIMAN

Phone:

+6016 895 3896

Email:

harunsantuso@gmail.com

Address:

12-3B, Jalan PJS 5/4, Taman Desaria, 46000 Petaling Jaya,  
Selangor

Portfolio:

<https://Harun-Sulaiman.github.io>



## Objective

Goal-oriented Frontend Developer looking to enhance professional experience specializing in design and development. Armed with a deep sense of responsibility and possessing very high levels of enthusiasm to give 110% for any endeavor.

## Education

■ 2019 - Present (Final year)  
Universiti of Mara Technology  
**Bachelor of Information Science  
(Hons) Information Systems  
Management**

■ 2007-2011  
Universiti of Mara Technology  
**Diploma in Accountancy**

## Skills

■ Photoshop  
■ Tailwind  
■ HTML  
■ CSS  
■ JavaScript  
■ MySQL  
■ PHP  
■ React  
■ GitHub

## Job Experience

### Web Developer

#### *Efx Convemed Sdn Bhd (Sep 2021 - Present)*

- Designed, developed and managed websites for data display and entry using web-based content management system.
- Hands-on experience with E-Commerce related product management tools.
- Integrated 3rd party payment gateway.

### Billing Cum Logistic Executive

#### *Dialog Hub Sdn Bhd (May 2018 - Aug 2021)*

- Handled the issuance of invoices, delivery orders, and other documents.
- Monitored inventory on a daily basis to make sure closing stocks properly recorded on the report
- Ensured the stock's quantities are accurate before packing or delivery.
- Prepared weekly/monthly sales reports.
- Liaised with forwarders related to imports and exports of goods.
- Handled preparation of documents of import and export for customs clearance.

### Clerk

#### *Malayan Banking Berhad (Nov 2013 - Feb 2018)*

- Attended customer inquiries over the counter or by phone.
- Assisted customers with financial transactions such as deposits, withdrawals, transfers and cheque cashing.
- Cross-sells bank products
- Reconciled cash drawer.
- Kept proper filing of all related teller's functions on reports