



# SITI ZULAIHA FAISAL

Record Management Student

I'm Zulaiha Faisal, Record Management Student. I have experience doing data management for 6 months. I consider myself responsible and good at managing time. I am looking forward for new experience.

## EDUCATION

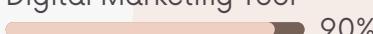
UNIVERSITI TEKNOLOGI MARA  
(UiTM)  
2020- present

- Bachelor Degree of Record Management,

SMK(P) TEMENGGONG IBRAHIM  
2018-2020

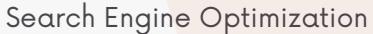
- Course of art and business

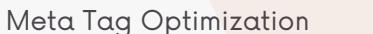
## SKILL

Digital Marketing Tool  90%

Copywriting & Storywriting  80%

Digital Marketing Tool  77%

Search Engine Optimization  80%

Meta Tag Optimization  88%

## EXPERIENCE

2019

Data Management

Data Storage

- Handling record of data in a company for the first time.

2020

Volunteering Program

Record Assistance Manager

- Managing other Company records of data of the clients in the social medias.

## CONTACT

 +60 127873738

 zulaiha001faisal@gmail.com

 www.zulaihafaisal.com

 123 Jalan Mewar, Taman Unik

# CERTIFICATE OF APPRECIATION

is awarded to

**SITI ZULAIHA FAISAL**

for his/her contribution as a visiting fellow  
in the framework of Student Inbound Program 2022  
in the Faculty of Vocational Studies

---

Surabaya, 20 June 2022

Dean,



Prof. Dr. Anwar Ma'ruf, drh., M.Kes.



جامعة تكنولوجى مارا  
UNIVERSITI  
TEKNOLOGI  
MARA

# WINNER

THIS CERTIFICATE GRANTED TO  
**SITI ZULAIHA BINTI FAISAL**

**000121-01-1428**

FOR PARTICIPATING IN

**RECORD WEEK : STRENGTHENING RECORD TOWARDS DIGITAL TRANSFORMATION**  
**ONLINE COMPETITION : VIRUS PUZZLE (INDIVIDUAL)**

ORGANIZED BY  
**INFORMATION MANAGEMENT AND RECORD COMMUNITY**  
**(IMaRC)**

HELD ON  
**1 - 4 NOVEMBER 2020**



A handwritten signature in black ink, appearing to read "ZAMALI TARMUDI". The signature is positioned above a horizontal line with two small diamond-shaped markers at the ends.

PROF. MADYA DR. HJ. ZAMALI HJ. TARMUDI  
DEPUTY RECTOR (HEP)  
UNIVERSITI TEKNOLOGI MARA  
SEGAMAT, JOHOR



UNIVERSITI  
TEKNOLOGI  
MARA



# Sijil Penghargaan

Sijil ini dianugerahkan kepada

**SITI ZULAIHA BINTI FAISAL**

**000121-01-1428**

di atas sumbangan sebagai

**URUS SETIA**

**SERVICE LEARNING MALAYSIA (SULAM) UNIVERSITY FOR SOCIETY**

**PROGRAM 'RAJA DAN RAKYAT BERPISAH TIADA'**

pada

**17 DISEMBER 2021**

bertempat

**PLATFORM GOOGLE MEET**

anjuran

**RAJA BERPERLEMBAGAAN TAHAP 2**

**KUMPULAN JBHPD2383A**

**UJUD BIN PABIL**

Pegawai Kokurikulum Kanan

UNIVERSITI TEKNOLOGI MARA

Cawangan Johor Kampus Segamat



## SIJIL PENYERTAAN

Dengan ini diperakui bahawa

**SITI ZULAIHA FAISAL**

**2020897278**

telah menyertai

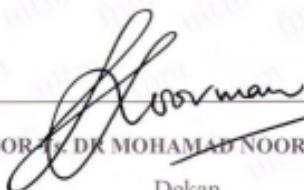
**KOLABORATIF PENGAJARAN DAN PEMBELAJARAN KURSUS 'DATABASE  
APPLICATION FOR INFORMATION MANAGEMENT' (IMSS506)**

topik

**ENTITY RELATIONSHIP DIAGRAM (ERD)**

pada

**12 MEI 2022**

  
PROFESOR DR. MOHAMAD NOORMAN MASREK  
Dekan



# SIJIL PENGHARGAAN

Adalah dengan ini diperakui bahawa

SITI ZULAIHA FAISAL

2020897278

Telah menyertai program

'ANNUAL GENERAL MEETING: KELAB INSPIRASI

pada

3 DECEMBER 2020

anjuran

KELAB INSPIRASI

UITM CAWANGAN JOHOR, KAMPUS SEGAMAT

PUAN RAJWANI BINTI ISMAIL  
PENASIHAT KELAB INSPIRASI  
UNIVERSITI TEKNOLOGI MARA  
CAWANGAN JOHOR, KAMPUS SEGAMAT

بِسْمِ الرَّحْمَنِ الرَّحِيمِ



BEANAHOMEQURAN SDN. BHD.

# Sijil Penyertaan

Dengan merafakkan kesyukuran kepada Allah  
dan memohon keredaan-Nya  
disahkan bahawa :

**Siti Zulaiha Bt Faisal**

Telah Menyertai  
**Kelas Intensif Solat Virtual 2.0**

Yang diadakan pada 10 April 2021 hingga 26 Jun 2021

Semoga ilmu yang telah dipelajari mendapat manfaat dari Allah  
dan menjadi bekal untuk beramal

وَاسْعُوا التَّفْقِيْقَ

—  
Barry

IBNU ABDIL BARRY BIN UBAIDILLAH  
Penasihat  
BEANAHOMEQURAN SDN. BHD.



جامعة  
UNIVERSITI  
TEKNOLOGI  
MARA

Fakulti  
Pengurusan  
Maklumat



## CERTIFICATE OF ATTENDANCE

Proudly presented to

SITI ZULAIHA FAISAL

2020897278

for participating in the

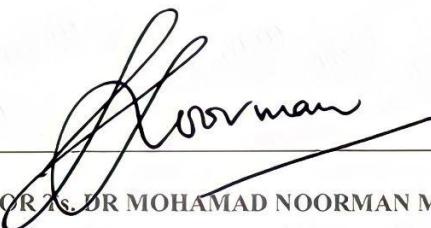
**DATABASE (DB) COLLABORATIVE TEACHING UITM UNAIR**

topic

**NORMALIZATION**

date

**18 MAY 2022**



PROFESOR TS DR MOHAMAD NOORMAN MASREK

Dekan

This certificate declares that

# SITI ZULAIHA FAISAL

2020897278

has completed

## AGM KELAB INSPIRASI

on 12/3/2020, with a passing score of 100%

Certificate ID LWZK1A-CE000010

# Certificate of Attendance

參加證明書

SITI ZULAIHA BT FAISAL



*This is to certify that the above named has attended  
the 9th Annual Japanese Language Festival  
(JLfest 2015)*

あなたは第9回日本語フェスティバルに  
参加されたことを証明致します

## The 9th Annual Japanese Language Festival

May 10, 2015  
Malaysia-Japan International Institute of Technology (MJIIT)

Witnessed on this day the 10th May, 2015



Edward Lee (Chairperson)  
JLfest 2015 Working Committee

Organizers:



In cooperation with:



SMK (P) TEMENGGONG IBRAHIM  
BATU PAHAT, JOHOR

## *Sijil Penghargaan*

*Dengan ini disahkan dan diperakui bahawa*

SITI ZULAIHA BINTI FAISAL

000121-01-1428

*telah memberi sumbangan bakti dan khidmat cemerlang  
dalam melaksanakan tanggungjawab sebagai*

SETIAUSAHA

(PERSATUAN SIVIK DAN KEWARGANEGARAAN)

*bagi tahun*

2017

*Diucapkan setinggi-tinggi penghargaan.*



.....  
PN. JAM'IYAH BINTI DARMAWAN  
PENGETUA  
SMK (P) TEMENGGONG IBRAHIM  
BATU PAHAT, JOHOR