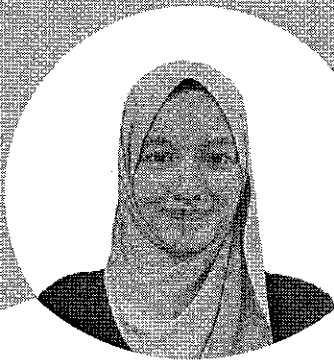


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LIDIYA IWANA SHABARUDDIN
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1/12/10

EDUCATION

(2018-2019)

UNIVERSITI TEKNOLOGI MARA
PUNCAK ALAM
BACHELOR OF BUSINESS
ADMINISTRATION (hons) FINANCE
CGPA: 3.25

(15-2018)

KOLEJ POLY-TECH MARA BANGI
DIPLOMA IN BUSINESS STUDIES
CGPA: 3.48

(2010-2014)

SEKOLAH AGAMA MENENGAH TINGGI
TENGKU AMPUAN RAHIMAH

LANGUAGES

- Malay - Strong command in Malay
- English - Moderate command in English
- Arab - Writing and Reading (Intermediate)

RELEVANT SKILLS

- Proficient in Microsoft (Word, Excel, Powerpoint)
- Analytical skills
- Excellent time management

SUMMARY

A passionate individual looking for an entry level position in the field of Finance to fully utilized skills and knowledge as well as to obtain future development growth in a career while making a significant contribution to the success of the company.

EXPERIENCE

INTERNSHIP (FEBRUARY 2020 - JULY 2020)

Employees Provident Fund (EPF)

- Performed duties in Service Section and being assigned to promote "EPF I-Akaun" to EPF's members.
- Responsible to assist members in obtaining their financial statements while giving an insight on the state of their financial positions as well as provided advises to members on the suitable retirement plan.
- Assist members to do monthly installments for housing loan and advised members on the preparation of their nomination web form.
- In charge to prepare the listings for a proper archival processes for prosecution and civil documentations at the Archive Centre under the Division of Enforcement.

ACHIEVEMENTS

(JUNE 2018)

Dean's List Award Semester 2 Degree

(JANUARY 2018)

Dean's List Award Semester 5 Diploma

(NOVEMBER 2016)

Dean's List Award Semester 3 Diploma

(SEPTEMBER 2016)

Innovation Day

EXTRA CURRICULARS

(OCTOBER 2019)

Participant of Bursa Young Investor Challenge (BYIC) 4.0

(MAY 2019)

Participant of Maybank Go Ahead Challenge (MGAC)

(FEBRUARY 2019)

Committee member of college "PEERS Club"