PERSONAL PARTICULAR

NAME	:	NORWAHIDAH ABU BAKAR
IDENTITY CARD NUMBER	:	791211-08-5926
AGE	:	22 YEARS OLD
DATE OF BIRTH	:	11 DECEMBER 1979
PERMANENT ADDRESS	:	106, JALAN TEMBIKAI, KPG PUTERI PERLOP 3, LASAH, 31110 SUNGAI SIPUT(U), PERAK DARUL RIDZUAN
TELEPHONE	:	05-59114531
CURRENT ADDRESS	:	21D, JALAN WAWASAN AMPANG 2/1 BANDAR BARU AMPANG, 68000 AMPANG, SELANGOR.
TELEPHONE	:	012-3613647
E-MAIL	:	yong_wahida@yahoo.com
SEX	:	FEMALE
NATIONALITY	:	MALAYSIA
RACE	:	MALAY
STATUS	:	SINGLE
LANGUAGE	:	ENGLISH/B.MALAYSIA (SPOKEN / WRITTEN)
OBJECTIVE	:	TO LEARN AND OBSERVE A POSITION IN YOUR ORGANIZATION THAT WILL ENABLE ME TO UTILIZE MY SKILLS AND EDUCATIONAL BACKGROUND
INTEREST	:	DATABASE , NETWORKING, PROGRAMMING

EXPECTED SALARY : RM 1400 - RM1600.00/NEGOTIABLE

EDUCATION BACKGROUND

1999 - 2000 **Advance Diploma in Information Technology, Akademi Infotech MARA, Kuala Lumpur.**

Subject : Semester 1:
Covered Data Communication Concept, Database Concept, System Analysis and Design, Programming in C++, Principle of Marketing and Sales, Communication Skill III

Semester 2:
Object Oriented Design using C++, Computer Organisation, Data Structure, Internet Programming.

Develop Ordering System using Microsoft Access for Database Project.

CGPA : 3.10

1998 - 1999 **Diploma In Information Technology, Akademi Infotech MARA, Kuala Lumpur**

Subject : Data Processing and Communication, Structured
Covered Programming Design, Computational Mathematics II, Structured Programming Language II (COBOL), Database Programming (ACCESS), Communication Skill II, Business System Development, Computerised Business Application II

Practical training at KWSP, Petaling Jaya – involved in maintaining the current system at KWSP

CGPA : 3.05

1999   **International Diploma In Computer Studies (NCC), Akademi Infotech MARA, Kuala Lumpur**

Subject   :   Basic Computing Principles, Computer Programming,
Covered   Modelling for Computing with Mathematics, Human
             Communications & Information Systems

             Develop Library System using Microsoft Access for
             Practical Project.

Grade   :   Credit

JAN 1998 –   **Certificate in Information Technology, Akademi Infotech MARA,**
JUNE 1998   **Kuala Lumpur**

Subject   :   Introduction to Information Technology, Programming
Covered   Techniques, Mathematics & Statistics I, Communication
             Skill   I,   Introduction   to   Business   Operations,
             Computerised Business Application I, Programming in
             PASCAL, End-User Software.

CGPA   :   2.74

1992 - 1996   **Sekolah Raja Perempuan Taayah, Ipoh Perak**

- SIJIL PELAJARAN MALAYSIA (SPM)

January 1999 – April 1999	:	Practical Training Latihan Industri dan Pengurusan dalam Projek Sekolah Bestrai Kumpulan Penyelidikan dan Pembangunan Multimedia Fakulti Teknologi dan Sains Maklumat Universiti Kebnagsaan Malaysia
August 2000 – Feb 2001	:	Sales Assistant Ameena Bee Enterprise Shah Alam, Selangor
13 Sept 2001- Present		Temporary Activation Clerk Timecel

IT KNOWLEDGE

PROGRAMMING

- PASCAL
- COBOL
- C and C++
- Visual Basic 6
- Visual Eiffel
- HTML
- Java Script

INTERNET PROGRAMMMING

- Active Server Pages (ASP)
- Visual InterDev
- Microsoft Access 97/2000

OPERATING SYSTEM AND HARDWARE

- Windows 95/98/Me/2000 running on IBM compatible PC
- Basic Networking

MULTIMEDIA

- Adobe Photoshop 5.5/6
- Adobe Premiere 5.1
- Macromedia Director 7.0
- Sound forge

MS OFFICE

- Microsoft Word
- Microsoft Access
- Microsoft Excel
- Microsoft Power Point

REFERENCES

1. Miss Samratul Janin
   Communication Skill Lecturer
   Akademi Infotech MARA
   Tingkat 6, Bangunan Lama MARA
   Jalan Tuanku Abdul Rahman
   50609 Kuala Lumpur
   Tel: 03-26915111 ext 1124

2. Puan Ameena Bee Mohd Yusof
   Manager
   Ameena Bee Enterprise
   No11, Ground Floor
   Jalan Opera F U2/F
   Taman TTDI Jaya
   Shah Alam, 40150 Selangor
   Tel: 03-7473217