



HARIANEY BINTI RAMDAN

Address : Spg 1122, No.3,
Kg. Ukong Tutong, TF2347,
Negara Brunei Darussalam.

+673 8934012
harianeyrd@gmail.com

Personal Details

IC Number : 01-051105
Date Of Birth : 01/02/1992
Gender : Female
Marital Status : Married
Nationality : Bruneian (Dusun)

Computer Skills

- Adobe Photoshop
- Adobe Dreamweaver
- Adobe Illustrator
- MS Word
- MS Excel
- MS Powerpoint
- MS Office Project
- MS Office Visio
- Visual Studio Code

Training History

- Coding Bn
ICentre, February-March, 2023
- Microsoft Power Platform Fundamentals
Infomars, October, 2022
- Microsoft Security, Compliance, and
Identify Fundamentals
Infomars, October, 2022
- IT Technician
Unit Geospatial Technology, Jabatan
Ukur, September 2015 - March 2016

Reference

Mena Liaw

Admin / Daha Auto Sdn Bhd
T. +673 8766567
E. jspeedaccessories@gmail.com

Miss Sharon Chin

Principal / Mcronet College
T. 2451133 ext 13

Educational Qualifications

1/10/2013 - 30/03/2016

Computing, Micronet International College
Higher National Diploma

Programming Concepts	Distinction
Computer Data Communication	Distinction
Introduction to Programming	Merit
Object Oriented Programming I	Merit
Introduction to Computer Communication	Merit
Communication Skills I	Merit
Communication Skills II	Merit
Application Programming	Merit
Statistical & Accounting Methods	Merit
Information Systems Environment	Merit
Computer Systems	Merit
Introduction to Multimedia	Merit
Network Administration & Management	Merit
Database Management Systems	Merit
System Development Project	Merit
Web Application Development & Programming	Merit
System Analysis & Design	Pass
Computer Networks	Pass
Object Oriented Programming II	Pass

01/06/2011 - 31/05/2012

Computing Studies, Micronet International College
NCC International Diploma

Communication for Business	Distinction
Computer Technology	Pass
E-Business	Distinction
Fundamental Of Hardware & Operating Systems	Distinction
Networking	Distinction
Programming Methods	Distinction
Systems Development	Distinction
Web Design	Distinction

01/03/2011 - 11/08/2011

Computing Studies, Micronet International College
NCC International Certificate

Introduction to Computing	Distinction
IT Skills	Distinction
Mathematical Techniques	Distinction
Programming	Distinction
Study and Communication Skills	Distinction

05/01/2008 - 30/11/2009

Berakas English School
O'Level

IRK	B3
Bahas Melayu	B4
ART	C5
Mathematics	D7
Geography	D7
English Language	D7
Combine Science	E8

05/01/2006 - 30/11/2006

Berakas English School
PMB

Bahasa Melayu	6 Credit
English Language	6 Credit
IRK	8 Pass
History	8 Pass
Geography	7 Pass
Mathematics	8 Pass
Science	6 Credit
Home Science	5 Credit

Work Experience

05.2017 - 09.2022

Graphic Designer Sales Marketing
Daha Auto Sdn Bhd

Duty.

- Developed website which increased a wider customer.
- Update new/current car stocks and promotional offers on social media does increased the sales.
- Reply constantly customer texts and follow-up which increased customer service.

03.2017 - 04.2017

Stock Controller & Cashier
Syarikat Hj. Bungsu Bin Kamit dan Anak-Anak

Duty.

- Maintain accurate record everyday stock in the warehouse and shop with ordering, receiving, storing, issuing to ensure productive operations.
- Ensuring quality customer service at all times by helping customers in finding the products that they are looking for in the store. Get them to make purchases and collects payment by accepting cash from customers for everytime they made a purchase.

03.2017 - 04.2017

Retail Salesperson
Chantika Sdn Bhd

Duty.

- Greet and get customers to make purchase Semaian and Padi's product and issue receipt.