



Nurakifah Khairunnizam

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WORK OBJECTIVE

To gain practical experience in the field of Information Technology and Computer Science through a hands-on internship, where I can apply my academic knowledge, enhance my technical skills in programming and systems management, and contribute to innovative projects in a dynamic team environment.

EDUCATION

Universiti Teknologi MARA (UiTM), Melaka

Diploma in Computer Science

Current CGPA: 3.29

September 2023— Now

Sekolah Menengah Kebangsaan Taman Melawati

SPM 9A's

January 2018—March 2023

RELEVANT SKILLS

Language Proficiency:

- Malay (Expert)
- English (Expert)

Strengths:

I possess strong interpersonal and communication skills, excel in collaborative environments, and demonstrate a proactive attitude toward learning and problem-solving, with a keen attention to detail, effective time management, and a commitment to continuous improvement.

EXTRA CURRICULAR ACTIVITIES

- An active member of UiTM Blockchain Association
- Facilitated in English Camp Facilitator, Melaka, SMK Bukit Rambai
- Attended Hackathon to gain insight into real-world problem-solving, team collaboration, and innovative tech development under time constraints

COMPUTER SKILLS

Languages:

- C++ (Advanced)
- Java (Advanced)
- SQL (Advanced)
- HTML (Expert)
- CSS (Expert)
- PHP (Advanced)
- JavaScript (Advanced)

Hardware:

- Laptop
- PC
- Printer

Software:

- Visual Studio Code (Expert)
- Oracle VirtualBox (Advanced)
- Xampp (Advanced)
- Adobe Photoshop (Advanced)
- Adobe Animation (Advanced)
- Microsoft Project (Intermediate)
- Microsoft Excel (Intermediate)

Technology:

- Internet
- Mobile computing

REFERENCE

Madam Rohana Binti Ramli, Lecturer in Computer Science Department, UiTM Melaka

Tel: 013-6309171

E-mail: rohana067@uitm.edu.my

WORK EXPERIENCES

Administrative Assistant:

Petrochem Network(M) Sdn Bhd | After SPM

- Handled filing, data entry, and documentation tasks to support office operations.
- Assisted in preparing reports, letters, and basic office correspondence.
- Maintained organised records and performed general clerical duties.

Customer Service Assistant:

MPH Bookstore | After SPM

- Answered customer inquiries via phone and provided product information.
- Developed strong knowledge of books across various genres to assist customers.
- Handled customer orders and special requests efficiently.

Crew Member

Somsom Cotton Candy | 2 months (Semester break)

- Interacted warmly with children and families, ensuring a fun and safe experience.
- Managed daily stock levels and reported inventory needs to management.
- Maintained cleanliness of the booth and handled customer payments.

Sales Associate

Kaison | 2 Months (Semester Break)

- Assisted customers with product selection and provided friendly service.
- Managed merchandise displays and restocked shelves to maintain store presentation.
- Helped with inventory checks and ensured cleanliness of the store.

RELATED COURSES

Computer Network and Technology:

- Introduction to Algorithm Design and Development
- Fundamentals of Algorithms and Computer Problem Solving
- Computer Organisation
- Fundamentals of Operating Systems
- Digital Electronics, Introduction to Computer Security

Programming:

- Object Oriented Programming
- Fundamentals of Data Structure
- Introduction to Web and Mobile applications

Database:

- Introduction to Database Management

Multimedia:

- Interactive Multimedia

Information System:

- Information System Development