



NUR FARISYA HANA BINTI ABDILLAH

Information Management



Contact



LOT 4507, LORONG 3C, SUMBER ALAM SANCTUARY
JALAN SULTAN TENGAH PETRA JAYA, 9350, KUCHING,
SARAWAK



016-6230828



farisyahana29@gmail.com



Skills

Make Waffle



Registering items



Records's description



Cataloguing and processing



Proficient using excel



Well Communication level



Languages

- Malaysia
- English
- Indonesia



Education

Diploma In Information Management (University Teknologi
Mara Kota Samarahan 1 Sarawak)

October 2022 - current semester

Smk Petra Jaya, Kuching

January 2017 - February 2021
SPM - 2A, 4B, 1C

Sk (A) Datuk Haji Abdul Kadir Hasan

2011 - 2016



Work Experience

Work at a convenience store as a
cashier and waffle maker

2022-2024

- Register supplier item rapidly
- Can communicate with the supplier professionally without problem

Intern at State Record Repository
of Sarawak

22 July 2024 - 13 September 2024

- Increase cataloguing and processing materials or record skills
- Improved communication skills
- Able to do description of document



Hobbies and Interest

- Love to reads novels
- Like playing Badminton
- Learning New Language

Reference

Academic Advisor

Abdul Ismail Haji Mohd Jawi



012-8813474