Abdul Razak Firdaus, Bin Ishsak

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Resume Summary

: INTERPRETER in TOKYO ROPE MALAYSIA SDN BHD (Sep 2011 - March 2013) Current Position

Current Specialization : Training & Development

Highest Education : Professional Certificate in Electroplating Technology Years of Experiences : 5

Expected Salary : MYR 2500

Employment History

Sep 2011 - March 2013

1. TOKYO ROPE MALAYSIA SDN BHD

Position Title (Level) : INTERPRETER (Non-Executive) Specialization : Training & Development: Training & Development: Manufacturing / Production Role Industry Industry : Manufacture
Monthly Salary : MYR 1900

Work Description

- To assist the Japanese Supporter in daily job communication

- To assist the training process (by Japanese Supporter) for new production employee by :
- i) Grouping the intake
- ii) Monitoring the attendance record
- iii) Monitoring the training progress record
- iv) Arrange for daily job routine
- $\ensuremath{\text{v}}\xspace$) Reporting to the production superior on the daily job progress
- vi) Reporting to the Japanese Trainer and the production superior on the trainee performance

June 2008 - June 2011

2. KAMIYA RIKEN CO. LTD

Position Title (Level) : INTERNSHIP TRAINEE

Specialization : Manutactumg/ : Production Technician/Operator : Manufacturing/Production Operations Industry : Manufacturing / Production

Work Description

As a internship trainer:

- 1) Machine control
- 2) Prepare solution for plating process
- 3) Assist in Quality Control (QC)

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Educational Background

Graduation Date: 2011

Professional Certificate of Electroplating Technology

: ELECTROPLATING Institute/University : OISCA Japan, Japan

Grade : -

Graduation Date: 2005

Professional Certificate of Electroplating Technology

: ELECTROPLATING

Institute/University : INSTITUT KEMAHIRAN MARA, Malaysia

Grade

Languages

(<u>Proficiency</u>: 0=Poor - 10=Excellent)

Language	Spoken	Written
Bahasa Malaysia	9	9
Japanese	8	8
English	5	5

Personal Particulars & Preferences

Date of Birth : 5 Jan 1985
Nationality : Malaysia
Gender : Male
IC No. : 850105-01-5497

Possess Own Transport : Yes Expected Monthly Salary : MYR 2500

Availability : After 1 July 2013