

# <sup>▣</sup> RESUME



**MOHAMAD ARSYAD BIN SAPIAN**

## **PERSONAL DETAIL**

<b>Age</b>	: 21	<b>Nationality</b>	: Malaysian
<b>Gender</b>	: Male	<b>Religion</b>	: Islam
<b>Date of Birth</b>	: 28/12/1992	<b>Race</b>	: Malay
<b>I/C Number</b>	: 921228-01-6401	<b>Marital Status</b>	: Single
<b>Address</b>	: NO 129, TMN PERUMAHAN TSN, 81200, TAMPOI, JOHOR BAHRU, JOHOR		
<b>Tel (Mobile)</b>	: 017-7084465		
<b>Email</b>	: mohamadarsyad@yahoo.com		

## **CAREER OBJECTIVE**

Seeking for opportunity to fullfil job requirement and vacancy which is related to my study in business managent field.

## EDUCATIONAL BACKGROUND

SCHOOL/ UNIVERSITY	YEARS	ACHIEVEMENTS
Universiti Teknologi MARA, Kampus Bandaraya Melaka.	2011- 2014  (at present)	Bachelor of Business Administration (Hons.) Finance  Current CGPA: 2.80
Kolej Matrikulasi Johor	2010-2011	Accounting  CGPA: 3.42
Sekolah Menengah Kebangsaan Sri Rahmat, Tampoi, Johor	2005-2009	SPM : :4A 2B 5C

## PERSONAL SKILLS

- Well versed in Microsoft Word, Microsoft Excel and Microsoft PowerPoint.
- Have knowledge in computer software application and able to operate using Window 7, Window Vista and Window XP.
- Highly motivated and able to cooperate in a group.
- Able to communicate well and build good relationship with others.
- Willing to learn and very particular and precise doing tasks.
- Able to work under pressure
- Have mission for living

## LANGUAGE SKILL

English	Good in writing and speaking
Malay Language	Excellent in writing and speaking
Arabic	Basic in writing and speaking

## CURRICULUM ACTIVITIES

UiTM Kampus Bandaraya Melaka (2011-present)	<ul style="list-style-type: none"><li>• Active Members in Seni Silat Cekak Malaysia</li><li>• Committee Members of Sehari Bersama Anak Anak Yatim</li><li>• Committee Members of Halal Economic Programme</li><li>• Committee Members of Young Investor Programme</li><li>• Committee in Go Green Program</li><li>• Participated in Young Investor Challenges program</li><li>• Participated in Eco Halal Carnival</li><li>• Participated in Sukan Antara Program 2013</li><li>• Participated in Sukan Antara program 2012</li><li>• Participated in OSK Investment Challenge</li><li>• Active Members in Treackers Club</li></ul>
Kolej Matrikulasi Johor (2010-2011)	<ul style="list-style-type: none"><li>• Participated in Product Inovation</li><li>• Participated in Costing Plan</li><li>• Participated in Mentor Mentee (Math)</li><li>• Participated in KAKOM</li></ul>
Sekolah Menengah Kebangsaan Sri Rahmat (2005-2009)	<ul style="list-style-type: none"><li>• Participated representing school in Scrable Competition</li><li>• Participated in Kelab Rakan Sebaya</li><li>• Participated in Islamic Technical Workshop</li></ul>

### EMPLOYMENT HISTORY

- Industrial training

Company	Syarikat Air Johor Holdings Sdn Bhd
Duration	6 month

- Sales Assistant

Company	MIDAS Mart supermarket, Tampoi, Johor Bahru
Duration	3 month

Company	MASLEE supermarket, Tampoi, Johor Bahru
Duration	3 month

- Security under

Company	Wira Jaya Corporation
Duration	2 month

### REFERENCE

Name : Encik Idris Osman

Address : Malacca City Campus, 110 off Jalan Hang Tuah, 75300, Melaka

Position : Bachelor of Business Administration (Hons.) Program Coordinator

Tel : 06-2857196

Email : [idris424@melaka.uitm.edu.my](mailto:idris424@melaka.uitm.edu.my)