



NUR NADHIRAH BINTI ARBAE

Age : 21 Years
Gender : Female
Date of Birth : 07th APRIL 1991
Marital Status : Single
I/C Number : 910407-01-5320
Religion : Islam
Nationality : Malaysian
Address : 812. Jalan Teratai 36/12, Taman Teratai, Indahpura
81000 Kulaijaya, Johor.
Mailing Address : 812. Jalan Teratai 36/12, Taman Teratai, Indahpura
81000 Kulaijaya, Johor.
Tel(Home) : -
Tel(H/P) : 012 – 2198735
Email : nadira_704@hotmail.com

OBJECTIVE

To work as a internship and to gain further exposure and experience in architecture firm fields in a highly motivated company. I am gratified to be place in the innovative team and ready to unite together with the prestigious organization.

EDUCATION

2010-2011 **BACHELOR OF SCIENCE (ARCHITECTURAL STUDIES)**
KUALA LUMPUR INFRASTRUCTURE UNIVERSITY COLLEGE
Graduation Date: 2014

2004-2009 **FOON YEW HIGH SCHOOL KULAI**
Unified Examination Certificate (UEC 2009) :3A2 1B5 3B6 3C7
Sijil Pelajaran Malaysia (SPM 2008) :1A2 3B3 1B4 3C5 1D7
Penilaian Menengah Rendah (PMR 2006) :1A 3B 5C

1998-2003 **SJK© KULAI 1**
Ujian Pencapaian Sekolah Rendah (UPSR 2003) :6A 1B

SKILLS & LANGUAGES

Spoken : Bahasa Melayu, Mandarin & English
Written : Bahasa Melayu, Mandarin & English
Skill : Typing, able to speak fluently in above language, know and able to use current gadget.
Computer Literacy : Microsoft Word, Excel, Power Point, Photoshop

Other Skill : Sketch Up, Autodesk 3ds Max, CADD

EMPLOYMENT HISTORY

- 1) **Company Name** : Galeri Buku SBC Sdn Bhd
Position : promoter
Specialization : helping customer, book stacking, price tagging
Date Joined : Dec 2009
- 2) **Company Name** : Genting Property Sdn Bhd
Position : intern
Specialization : assist project management, site meeting
Date Joined : march 2013
- 3) **Company Name** : Freelance worker (event)
Position : promoter, part time worker
Specialization : promote product , assist customer,
Date Joined : 2011-2012

PERSONAL STRENGTHS

- Custom to accept responsibility
- Capable working with and through people at all levels
- Dependability and independent
- Determined to work in a challenging environment and able to work under pressure
- Desire to achieve goals and high motivation
- Fast learner
- Ready to learn in order to be resourceful and informative
- Able to work in team
- Leadership charisma
- High self-confidence
- Outgoing and enjoy meeting new people
- Have a personal dedication to produce timely and costly effective results.
- Discipline and have time management skills

JOB PREFERENCES

Willing to Travel : Yes
Own Transport : Yes
Expected Salary : Negotiable
Availability : Available

REFERENCES

Name : Yazah Raschid
Tel (H/P) : 016-3280868
Position : Lecturer
College : Kuala Lumpur Infrastructure University College

Name : Encik Suhaimi
Tel (H/P) : 019-7468111
Position : office manager
Company : Genting Property Sdn Bhd