**CURRICULAR VITAE**

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**Rathna Mala A/P K.Maniom**

**No. 33, Jalan Jaya Putra 3/7,**

**Bandar Jaya Putra,**

**81100 Johor Bahru, Johor.**

**Tel: +60 14 953 7083**

**E-mail: *mbratna@yahoo.com***

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| **Personal Informations** |

Date of Birth : 19th December 1988

Age : 26

I/C : 881219016174

Gender : Female

Race : Indian

Religion : Hindu

Marital Status : Single

Nationality : Malaysian

Health : Excellent

Personality : Responsible and reliable

: Willing to undergo further training

: Willing to learn

: Own transport

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| **Current Position** |

October 2012 to present - Chemist at Lotus Laboratory (M) Sdn Bhd, Johor Bahru, Johor.

* Primary responsible is to run various instrumentations, such as HPLC, GC, GCMS and GFAA

Familiar with oil and food sample testings, such as Preservatives (Antioxidants), Vitamins, Pesticides, Therminol, Solvent contents, heavy metals and etc

* Familiar with laboratory analytical testing, such as PORAM, MEOMA, STC
* Ensure worksheets checking and verification
* Assist Quality Manager in preparing ISO documentations
* Assist Quality Manager in running, execution and implementation of MS ISO/IEC 17025:2005
* Assist in the safety aspects of the laboratory and ensure function ability of safety committee
* Ensure speed delivery of results as per customer request

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| **Education Qualification** |

2013 Occupational Safety and Health Certificate Holder (OSHA)

National Institute of Occupational Safety and Health, NIOSH

2008-2011 Bachelor of Science (Honours) in Environmental Science, 2nd Class (School of Science and Technology, Universiti Malaysia Sabah, Malaysia)

Thesis title: Water Quality Analysis Along Likas River, Sabah.

Supervisor: Prof. Madya. Dr. Kawi Bidin

2006-2007 Sijil Tinggi Pelajaran Malaysia (STPM) [Malaysian Higher School Certificate],

S.M.K (P) Sultan Ibrahim, 81100 Johor Bahru, Johor.

3B 2C

2004-2005 Sijil Pelajaran Malaysia (SPM) [Malaysian Certificate of Education],

S.M.K Infant Jesus Convent, 80100 Johor Bahru, Johor.

Result: 5A's 6B's 1C

2001-2003 Penilaian Menengah Rendah (PMR) [Lower Secondary Assessment],

S.M.K Infant Jesus Convent, 80100 Johor Bahru, Johor.

Result: 4A's 4B’s

1995-2000 Ujian Penilaian Sekolah Rendah (UPSR) [Primary School Evaluation Test],

S.R.J.K (T) Jalan Yahya Awal, 80100 Johor Bahru, Johor.

Result: 6A's 1C

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| **Related Coursework** |

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| Air Pollution Monitoring  Basic Chemistry | Groundwater Pollution  Pollution Control Technology |
| Environmental Health | Water Quality Analysis |
| Environmental Science | Waste Management |
| Environmental Soil Science  Economics | Soil Science  Energy Resources |
| Hydrology | Basic Physics |
| Microbiology | Basic Biology |
| Noise Pollution Monitoring | Basic Statistics |

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| **Working Experience** |

2011 **Internship**  at Environmental Action Centre, Sabah.

Working Duration : 10 Weeks (May – July 2011)

- Assistant district coordinator

- Coordinating and conducting public awareness programs in public and school

- Conducting outreach and 3R programs in various places at Sabah

- Participating in 3R and decomposition programs in Papar and Penampang, Sabah

2008 **Admin Clerk** at Apecs Bussiness Centre, 81100 Johor Bahru, Johor.

Working duration: 1 months (November – December 2008)

- Managing and compiling company accounts

- Filling and sorting out company details

- Data entry

2008 **Primary school GSTT Teacher** at S.J.K (Tamil) Jalan Yahya Awal, 80100 Johor Bahru, Johor.

Working duration: 6 months (January - Jun 2008)

- Taught Mathematics, Moral studies, English, Geography

- Preparing modules for P&P sections

- Participating in school outdoor activities

- Evaluating students in Examination

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| **Co-Curricular Activities** |

2010 -Secretariat and Special Task Coordinator, Fiesta Cahaya (Indian Cultural Programme), UMS.

2010 -Committee Member, 2nd UMS Book Festival, UMS.

2009 -President, Vedantanggal organised by Fiesta Cahaya (Indian Cultural Programme), UMS.

2009 -President, Theebanggal, organised by Fiesta Cahaya (Indian Cultural Programme), UMS.

2009 -Secretariat, Food Carnival 2009, UMS

2008 - Committee Member, Volleyball competition organised by Volleyball Association, UMS.

-Participate in 3 versus 3 Netball competition.

2006 -Vice President, Indian & Bhangra Dance Club

2000 -School Prefect

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| **Competencies** |

Laboratory Skill:

* Familiar with a range of instruments, such as High Performance Liquid Chromatography (HPLC), Gas Chromatography (GC), Gas Chromatography-Mass Spectrometry (GC-MS) and Graphite Furnace (GFAA)
* Water sampling and various analysis on water according to DOE
* Basic laboratory analytical techniques
* Competence in oil testings

Computer Application:

* Proficient in Microsoft Word, Microsoft Excel, and Microsoft Power Point.
* Operating Systems In Window XP, Window Vista and Windows 7
* Basic knowledge on Statistical Product and Service Solutions, SPSS.
* High proficiency at research tools and the web search engines.

Language:

* Fluent in written and spoken English, Bahasa Malaysia (Malay) and Tamil language.

Other Competencies:

* Completed familiarization for 1260 Series HPLC/VWD and Openlab Software by Agilent Technologies
* Completed Certificate Program for Safety and Health Officer at National Institute of Occupational Safety and Health, NIOSH
* Oil and Gas Safety Passport (OGSP Level 1) holder

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| **Work Preferences** |

Expected monthly salary : RM 5000 (Negotiable)

Availability : After 2 months

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| **Referees** |

Available upon request