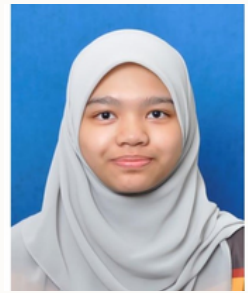


LYDIA HANI BINTI MAZNIZAM



INTERNSHIP

Universiti Teknologi Mara (UiTM) student who pays attention to detail. A student pursuing a diploma in information management is now looking for an eight-week internship that would begin on July 21 and end on September 13, 2024. With my diverse expertise in managing records, editing images and videos, and editing software, I am providing my talents in records management and editing. Proficient in both Malay and English, with exceptional communication abilities.

SKILLS

- Photo editing and video editing software
- Social media suites & management software
- Tracking & analytics tools
- Microsoft 365
- Canva
- Capcut

EDUCATION

UNIVERSITI TEKNOLOGI MARA (UITM), REMBAU

- Diploma in Information Management
- Current CGPA: 3.61 (Dean's List)

Oct 2022 - March 2025

S.A.M.T SULTAN HISAMUDDIN, KG JAWA

- Malaysian Higher School Certificate (SPM)
- Business stream
- SPM: 5A 4B

EXPERIENCE

Al Fateh Integration Primary School

Substitute English teacher | **8 APRIL 2022 - 29 APRIL 2022**

- Teaching 6 classes with 20+ students in the subject English as a substitute teacher
- Communicate with parents regarding students home works and problems

ACHIEVEMENT AND EXTRACURRICULAR INVOLVEMENT

- Dean's List Award (3 semesters)
- Secretary of club Information Management Community (IMCo)

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REFERENCES

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