



## HAINI YUSNI BINTI HASSAN

sblh TS 4279 pba-A mk2 Permatang Rambai  
13500 Butterworth, Penang  
Telephone no: 0195905022  
E-mail : [hainiyusni91@gmail.com](mailto:hainiyusni91@gmail.com)

resume

### Career Objective

My career objective is to learn and gain the required experiences in any management areas with a long term goal of being a professional and an effective employee, in order to achieve the company's goals

### Personal Particulars

NRIC : 910302-14-5022  
age : 25 years old  
date of birth : march 02<sup>nd</sup>, 1991  
place of birth : Kuala Lumpur  
gender : female  
race : malay  
nationality : malaysian  
marital status : married  
health : excellent  
permanent address : sblh TS 4279 pba-A mk2 Permatang Rambai  
13500 Butterworth, Penang

### Education

- 1) Bachelor  
year : 2012-2015  
institution : Universiti Selangor, Bestari Jaya  
field of study : Bachelor of Library Science (Hons)  
major : cataloguing  
graduation date : November 2016  
others : -final CGPA: 3.42
- 2) Sijil Tinggi Pelajaran Malaysia (STPM)  
year : 2009-2010  
institution : Sek Men Keb Mutiara Impian,  
14100 Simpang Empat, Seberang Prai  
Selatan, Penang  
graduation date : December 2010  
others : -final result: 1B, 1C
- 3) Sijil Pelajaran Malaysia (SPM)  
year : 2004-2008  
institution : Sek Men Keb Mutiara Impian,  
14100 Simpang Empat, Seberang Prai  
Selatan, Penang  
others : -final result: 1A, 2B, 2C, 3D, 1E

## Working Experience

- Jun'15 - Sep'15 Industrial training at Penang Public Library Corporation, Seberang Jaya
- Aug'14 - Dec'14 PERANTIS at Library, Universiti Selangor, (UNISEL) Bestari Jaya
- Dec'10 - Nov'11 Full time  
Tesco Extra Seberang Prai  
Seberang Jaya, Penang  
Position - Department Front End (Cashiering)

## Extra Curriculum Activities & Programs Attended

### (extra curriculum activities)

#### BACHELOR

- member of pustaka club - (2012 - 2013)
- president of misi akademik Jakarta-Bandung - (2013)
- vice president of programme Semarak Ilmu Menyemai Bakti Mahasiswa UNISEL - (2014)

#### STPM

- president of Puteri Islam - (2009 - 2010)
- secretary of committee form 6 - (2009 - 2010)
- vice president of prefect - (2009 - 2010)
- vice president of hostel prefect - (2009 - 2010)

#### SPM

- president of athletic - (2004 - 2008)
- president of ERT - (2004 - 2008)
- secretary of Puteri Islam - (2004 - 2008)
- member of PROSTAR Club - (2004 - 2008)
- member of badminton club - (2004 - 2008)

### (programs attended)

#### BACHELOR

- participant in program Pasak-Roadshow Murabi 1433H (2012)
- participant in towards a real leadership under subject Kepimpinan dan Kerja Berpasukan (2012)
- visit to Perpustakaan Negara Malaysia and Sasana Kijang under subject Introduction to Librarianship and Library Management (2012)
- participant in program bersama penyelidik: Klinik Kepenggunaan Arkib (2013)
- participant in misi akademik Jakarta-Bandung, Indonesia (2013)
- participant in car boat sales under subject Keusahawan 1 (2013)
- participant in program with Library Ijok under subject Community Information and Children Library Services (2013)

- participant in mini research about 'Pembangunan Kawasan Kampung Ijok' under subject Pengajian Malaysia (2013)
- project record management at Klinik Dr. Rosli under subject Record Keeping in Organization (2013)
- project interview historical figures under subject management of Archives (2013)
- visit to Museum Negara and Royal Museum under subject Introduction to Museum Studies (2013)
- participant in program 'Semarak Ilmu Menyemai Bakti Mahasiswa UNISEL' under subject Public Relation in Information Work (2014)
- visit to Medical Library Uitm Sungai Buloh under subject Medical Librarianship (2014)
- participant in seminar Resources Description and Access (RDA) (2014)
- international programme to Singapore (2015)

#### **STPM**

- physiotherapy seminar, Stadium Batu Kawan, Penang (2009-2010)
- visit to University of Science Malaysia (USM), Kelantan (2009)
- participant of adopted program, Sungai Aceh, SPS Penang (2009)
- prefect seminar, SMK Mutiara Impian, SPS Penang (2009-2010)
- international program to Thailand (2009-2010)

#### **SPM**

- participant in Anugerah Seri Asrama Terbilang (ASAT, (2004-2008)
- course Generasi Terbilang (2006)
- participant in competition Tadarus Al-quran (2006)
- participant in Pengenalan Senamrobik (2007)
- participant in MSSM Penang (2004-2008)

### **Skills**

#### **(communication skills)**

- oral** :- excellent in bahasa melayu (10/10)  
           - good in english (7/10)
- written** :- excellent in bahasa melayu (10/10)  
           :- good in english (7/10)

#### **(computer skills)**

- microsoft office:** excellent in word, excel & powerpoint
- internet** : excellent in information searching via net
- others** : proficient in programming software

## **Honours & Awards**

-Recipient of the Highest Award Principals

## **Miscellaneous**

-expected monthly salary : RM1800 (negotiable)  
-willing to relocate : will consider  
-availability : immediately

## **Other information**

- personal qualities :  
responsible, self-motivated, have initiative, can work under pressure and meet tight deadlines. In order to achieve that, I will establish and maintain good collaboration among group members which I believe is very important.

-Full clean driving licence (B2, D)

## **references**

- 1) Mdm. Nora Lina bt Mohd Hussain  
Head of Programme,  
Bachelor of Library Science (HONS),  
Faculty Education and Social Sciences,  
Universiti Selangor,  
Selangor Darul Ehsan.  
Contact: 017-2940969.
- 2) Mariam binti Kamari  
Mother  
Contact: 019-5907497.
- 3) Nicholson Wellin  
Friend & course mate  
Contact: 011-29997698.