



**MUHAMMAD HAIKAL BIN HAIRI**

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No.1 ,Lorong 3,Kg. Tersusun 36600,  
Chenderong Balai,Teluk Intan, Perak  
Darul Ridzuan

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**1. EDUCATION**

POLITEKNIK TUANKU SULTANAH BAHYAH(PTSB), KEDAH

- DIPLOMA IN ELECTRONIC COMPUTER ENGINEERING
- MAJOR IN ELECTRONIC COMPUTER
- CURRENT CGPA : 2.75/4.00
- GRADUATED ON MARCH 2015

SEKOLAH MENENGAH TEKNIK LEBUH CATUR, PERAK

- SIJIL PELAJARAN MALAYSIA(SPM)
- RESULTS : 2A's 1B's 3C's 1D's 2E's
- 2009/2010

**2. WORK EXPERIENCE**

HOLOGRPAHIC LABEL SDN. BHD ,KEPONG

- IT Technical Officer
- installing and configuring computer hardware operating systems and applications;
- monitoring and maintaining computer systems and networks;
- talking staff or clients through a series of actions, either face-to-face or over the telephone, to help set up systems or resolve issues;
- troubleshooting system and network problems and diagnosing and solving hardware or software faults, replacing parts as required;
- providing support, including procedural documentation and relevant reports;
- following diagrams and written instructions to repair a fault or set up a system.
- setting up new users' accounts and profiles and dealing with password issues;
- Maintaining CCTV, CMS alarm system, testing and evaluating new technology;
- rapidly establishing a good working relationship with customers and other professionals, such as software developers;
- conducting electrical safety checks on computer equipment;
- Generate random number, QR code, Barcode using SQL for printing;
- Good in Programming of MS Excel (VBA editor) and MS Access;
- Oct 2016 – April 2017

#### UBP ENTERPRISE SDN BHD IPOH. PERAK

- Technician
- Maintenance Service
- Handling troubleshoot of hardware and software problem including installation OS process of computer. Repair and service printer problem .Able to configure modem/router installation;
- Knowledge in window operating system (XP,Vista and & 7);
- Do a quotation price calculation, invoice and other document;
- June 2015- March 2016

#### THE STORE LANDMARK(KULIM)

- Part time promoter
- Handle sales RAV belt
- Perform packing and calculating the product
- Ensure customer satisfaction
- July 2014 – December 2014

### 3. SKILLS

Language	Spoken	Written
<ul style="list-style-type: none"><li>• English</li></ul>	Fair	Fair
<ul style="list-style-type: none"><li>• Malay</li></ul>	Good	Good

MS Office, MS SQL, AutoCAD, CCTV, CMS alarm system Visual basic, C++, Programmable Logic Control(PLC),CMOS IC design and Genuine OS window

### 4. Achievement

Description	Date achieve	Details
Kursus Asas Keselamatan	May 2011	Participant
Kursus Asas Gendang Silat	April 2012	Participant
Kejohanan Futsal terbuka (JKE) 6 sebelah	August 2013	Fourth place
CIDB Green Card Course	May 2011	Participant
Final Year Project	December 2013	B+

### 5. Mobility and Availability

Mobility	Motorcycle	Car
Availability	Immediately	Immediately

## 6. References

Name	Designation	Contact No
Helen Wong	HR Holographic Label	019-3280121
En. Zaki Bin Doi	PA of Electronics(Computer) A and Lecturer	012-4574334
Hairi Bin Abdul Karim	CEO of UBP Enterprise	012-4500131
Muhammad Iqbal izz	Close Friend	017-5046909