



SITI KHADIJAH BINTI ISMAIL

CONTACT

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ABOUT ME

- Looking for experience advancement opportunities and help to build the success of the company
- Able to adapt in multiple types of working environment
- Have the educational foundation and passion in environmental field

SKILLS

MS WORD



MS POWER POINT



MS EXCEL



LANGUAGE

MALAY



ENGLISH



EDUCATION

BACHELOR OF ENVIRONMENTAL HEALTHCARE (HONS.)

At Universiti Kuala Lumpur, UniKL MESTECH (2013 - 2016)
CGPA: 3.31

DIPLOMA OF ENVIRONMENTAL HEALTH SCIENCE

At Universiti Kuala Lumpur, UniKL MESTECH (2010 - 2013)
CGPA: 3.56

Sijil Pelajaran Malaysia (SPM)

At SMKA Al-Irshad, Pulau Pinang (2005 - 2009)
2A+, 3A-, 1B+, 1B, 3C+, 1C

WORKING EXPERIENCE

August 2016 – July 2017 D D Alia Boutique Seberang Jaya, Penang Boutique Assistant

Be involved in stock control and management and responsible for processing cash payments, thus balancing cash registers and receipts. Responsible in dealing with customers and complaints. Alert with daily and monthly sales target.

January 2013 – May 2013 Majlis Perbandaran Seberang Perai February 2016 – May 2016 Bandar Perda, Penang Environmental Health Officer (Trainee)

Regulations control, the prevention and law enforcement in public health activities such as food quality control and control of communicable diseases and control of vector-borne diseases, health, work methods, international health, environmental hygiene and other activities related.

January 2010 – July 2010 Bookshop Assistant / Cashier Penaga, Penang Sekolah Kebangsaan Lahar Kepar

SUPPLEMENTARY DETAILS

Availability: Immediate

Mobility: Car

Expected Salary: Negotiable

PERSONALITY



Multitask



Organize



Productive



Flexible



Motivation



Dedication



Responsible



Teamwork

LEADERSHIP ACTIVITIES

2015	<ul style="list-style-type: none">Committee of UniKL MESTECH Outreach Programme for Aborigines at Bentong, Pahang (2015).
2014 – 2015	<ul style="list-style-type: none">Sub-Exco of Sport, Recreation and Culture, Student Representative Council of UniKL MESTECH (2014/2015).Facilitator and Orientation Committee of UniKL MESTECH (June/September 2014).Assistant Program Director for UniKL Mestech Sport Carnival (2014).
2012 – 2015	<ul style="list-style-type: none">Volleyball player, UniKL Mestech (Team Captain).
2012	<ul style="list-style-type: none">Assistant Program Director for Food Protection Exhibition (2012).
2011	<ul style="list-style-type: none">Committee of Disease Control Exhibition (2011).

CURRICULAR PARTICIPATION

2015	<ul style="list-style-type: none">Volunteer Homeless Care Project.
2014	<ul style="list-style-type: none">Volunteer IM4U in Big Bad Wolf Books.Student Transformation Program for Private Higher Education Institutions.
2012 – 2015	<ul style="list-style-type: none">UniKL Student Sports Carnival – Volleyball player for UniKL MESTECH.
2011 – 2013	<ul style="list-style-type: none">Participant of International Update Course in Environment health Practices: From Global to Local.Participant of Environmental Health Day.Study Tours at KLIA and Gardenia Factory.Volunteers in Community Services at home for elderly.

ACHIEVEMENTS

Activities	Year	Levels
Volleyball	2012 – 2015	Campus/University
Handball	2008	District
Ping Pong	2008	District
KOMSAS Theatre Competition	2008	School
Hockey	2006	District/State
Taekwondo	2004	State

REFERENCES

Muhammad Norzein Ab Rahim

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