

# NURUL AIN BINTI ROSLI

BBA (HONS) FINANCE



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A-3-8 Kondominium Mutiara Jln Perda Barat, 14000 Bukit Mertajam, Penang.

## ABOUT ME

"Able to effectively work with and motivate others, and also works well independently. Developed excellent teamwork capabilities through group projects and assignments allocated throughout my years of studies and involvement in various clubs and societies over the years. Practitioner of punctuality, as I strongly believe that it is part of ensuring productivity."

25 Years Old, 911116-03-6230, Married, A team-player, Possess good communication, leadership, & interpersonal skills, Always work with target, Committed in dealing with task.

## EXPECTED SALARY

RM2,100 - RM2,500

Negotiable

## WORKING EXPERIENCE



### INTERNSHIP

KELANTAN STATE INVESTMENT SECRETARIAT

Monitor and analyse investment proposals sent by the investors. Responsible for planning, scheduling, and conducting meetings with the investors to keep their projects on track. Responsible for calculating the costs and profits the state would gain from the investments. Also responsible for any authorized letters for investment purposes.

Salary : RM300



### FINANCE CUM OPERATION EXECUTIVE

TALENT SUITES SDN BHD (JUNE '16 - CURRENT)

Created an accounting set for the company. Manage the company's Job Suites (WorksHire.com) operations, costing, accounts, sales & marketing, and customer service. Responsible for payroll and matters related to human resource of the company. Responsible in monitoring company's accounts and expenses. Incharge in recruiting and selecting candidates for Skim Latihan 1 Malaysia in collaboration with Khazanah Malaysia Berhad.

Salary : RM2,000

## SKILLS

### MICROSOFT OFFICE SUITES

### LEADERSHIP SKILLS

### COMMUNICATION SKILLS

### INTERPERSONAL SKILLS

### ANALYTICAL & RESEARCH SKILLS

### PROBLEM SOLVING & CREATIVE THINKING SKILLS

## LANGUAGES

### MALAY

### ENGLISH

## PROJECT UNDERTAKEN (INTERNSHIP)

### PETROLEUM'S ROYALTY CLAIM OF KELANTAN STATE

I had been assigned to do a research on the above subject by my supervisor. I had done numbers of research pertaining to the subject from various resources. The objective of the research was to discover the calculation of the royalty and what base did the calculation was made. I have learnt how to keep any information or discovery of this subject private from any colleague since this subject is very confidential. I have made a presentation about my findings pertaining to the subject in front of the directors of the department. As a result, some of their wonders had been answered based on my findings.

## EDUCATION BACKGROUND



### BBA (HONS) FINANCE

INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA

Completed degree in Business Administration (Hons.) Major in Finance with CGPA 2.916 in February 2015.

## BACHELOR DEGREE

2015

## ACHIEVEMENTS

Dean's List for Semester 1 year 2009/2010, Kuliyyah of Economics and Management Sciences, Centre for Foundation Studies of International Islamic University Malaysia with GPA of 3.500 2010

Dean's List for Final Semester, year 2014/2015, Kuliyyah of Economics and Management Sciences, Bachelor Degree of Business Administration (Concentration in Finance), International Islamic University Malaysia with GPA of 3.549 2015

Program Manager for 'Kem Kepimpinan Badan Pemimpin Pelajar SMK Bachok' 2014

Head of Sponsorship Bureau for 30<sup>th</sup> IIUM Convocation Fiesta 2014

Treasurer for Student Entrepreneurship Expo 2014

Vice President for Gabungan Pelajar Melayu Semenanjung Club, IIUM, Tenure 2014 2014

Head of Sponsorship Bureau for IIUM ASEAN Night 2014

Program Coordinator for 'Kem Kecemerlangan Pelajar Parlimen Tasek Gelugor' 2013

Main committee of Fund Raising for National Economics for Student's Conference 2013 2013

## REFERENCES

### Dr. Adewale Abideen Adeyem

Asst. Prof. (Kuliyyah of Economics and Management Sciences)  
International Islamic University  
Malaysia, Jalan Gombak,  
Selangor.  
Tel: 603-61964714  
Mobile: 014-9318107

### Puteri Nor Hamidar binti Megat Salleh

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Talent Suites Sdn Bhd  
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