



CONTACT

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🏠 No 75A Kg Naga, Mukim Naga,
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Kedah Darul Aman.

EDUCATION

BACHELOR OF MANAGEMENT (TECHNOLOGY)

Universiti Teknologi Malaysia.
Fresh Graduate Student
CGPA 3.21

PRE-U KEDAH MATRICULATION

Kedah Matriculation College
Date: 31 May 2013 – 01
April 2014
Field of study: Accountancy
CGPA 3.80

PROFESSIONALS AND CLUB MEMBERSHIP

- Talent and Membership of E-Cell UTM
- Exco Exhibition of Sekretariat Pencegahan Rasuah
- Kor Sukarelawan Siswa (SUKSIS) Polis Diraja Malaysia
- Active member in Koperasi Mahasiswa UTM

LANGUAGE	WRITING	SPEAKING
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Bahasa Melayu	5/5	5/5
English	4/5	4/5

SARAH HANIM ABDUL HAMID

Management of Technology

PROFILE

Fresh graduate from Universiti Teknologi Malaysia (UTM). A quick-learner, reliable and resourceful technology enthusiast with experience in event management, project management, business management, business pitching, selling and commercialization of innovation.

CAREER OBJECTIVE

- Seeking for a position to apply my knowledge in management and further enhance my skills in project management, business development and communicate effectively across a range of contexts and audiences.
- To contribute to the development and goals of the organization.
- Available to work from July 2017 onward. Willing to relocate.

GENERIC SKILLS

- | | |
|-------------------------|---------------------------|
| • Leadership | • Project Management |
| • Planning | • Develop Business Plan |
| • Organizing | • Business Pitching |
| • Technology Management | • Strategic Management |
| • Time Management | • Market Research |
| • Financial Management | • Selling & Negotiation |
| • Teamwork | • Communicate Effectively |
| • Events Management | • Critical thinking |

TECHNICAL SKILLS

- Competent in using MS Word, MS Excel, MS PowerPoint, MS Publisher
- Competent in using Google Tools: Drive, Calendar, etc.
- Competent in graphic designing using Canva.com
- Average in Adobe Photoshop and Windows Movie Maker

EXPERIENCE

**JANUARY 2017-
JUNE 2017**

INNOVATION AND COMERCIALISATION CENTRE, UUM

Commercialization Intern

- Advise on suitable IP protection and manage the procedure
- Identify research to be potentially commercialized and develop business proposals
- Organize and handling events such as IP Protection Awareness Workshop, etc

**JULY 2016-
SEPTEMBER 2016**

MICRO-CLEAR SDN BHD

Trainee for Siswapreneur/ Public -Private Research Network Program by KPM

- Meeting with all departments weekly: understand their role and how to handle a company as whole through Micro Clear examples
- Identify issues & give suggestion to overcome the problems: Propose plans to increase production and sales.
- Attended Advance Business Plan Workshop and Develop business plan for UTM Spin-off company

**APRIL 2016-
SEPTEMBER 2016**

HIGH PERFORMING STUDENT CO-OPERATIVE PROGRAMME (HI-PER)

Team Leader

- Lead the Koperasi Mahasiswa UTM Berhad team for the competition
- Develop Business Model and Business Plan for the projects: UTM Eco-Tourism and Vatalite.
- Pitched the business case and was selected as Top 30 Project. The team was won RM20,000 seed fund for the two projects pitched.

**MAY 2015-
NOVEMBER 2015**

START-UP WEEKEND JOHOR BAHRU @ UTM 2015

Leader for Welfare Team

- Lead the welfare team and responsible to do decision making
- Handling the accommodations, event's venues, foods, beverages, and logistics.
- In-charge to lead for any medical emergency.
- Bringing welfare concerns to the attention of committees and for immediate action..

**MAY 2013-
SEPTEMBER 2015**

WORLD OF HERBS, KEPALA BATAS

Administrative Staff

- Communicate with customers and promoted the suitable products.
- Achieved targeted sales to maintain the performance of the branch.
- Administrated financial flow, budget and documentation sale transactions.
- Organized the daily task of office management .

REFERENCES

Assoc. Prof. Dr. Razamin Ramli

Director Innovation and Commercialisation Center, UUM

☎ 019-4587762

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Puan Roshazlizawati Mohd Nor

Supervisor for final year project & Lecturer

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