

MOHAMMAD FUAD

+6019 841 9343 | Mohdfuad5454@gmail.com

GDW Kg Bayangan Peti Surat 664 89008
Keningau Sabah.



ABOUT ME

Name: Mohammad Fuad Bin Kaipin
Date of Birth: 7th October 1992
Nationality: Malaysian
CGPA: 2.70

PROFESSIONAL SKILLS

Adobe Photoshop ●●●●●●●●●●
Adobe Pdf ●●●●●●●●●●
Microsoft Office ●●●●●●●●●●

PERSONAL SKILLS

Creativity ●●●●●●●●●●
Team Working ●●●●●●●●●●

LANGUAGES

English ●●●●●●●●●●
Malay ●●●●●●●●●●

REFERENCES

Madam Tai Nyuk Chin

Programme Coordinator
Faculty of Business Administration
(Business Economic) UiTM cawangan Sabah
Tel: 012 - 892 1021

Dr. Abdul Aziz Karia

Faculty of Business Administration
(Business Economic) UiTM cawangan
Sabah
Tel: 014 - 951 6519

Puan Harlina

SLDB Wilayah Barat Keningau Sabah
Tel: 013 - 541 2207

OBJECTIVES

Seeking for employment. Well motivated with good attitude. Outgoing and approachable with multilingual capabilities. Able to work either individually and in-group well.

Interested Field: Indoor and Outdoor Management and Development

Main Objective: learn with gaining new knowledge

WORKING EXPERIENCES

ASSISTANT MANAGER

(SINCE OPEN-2008)
(During Semester Break)

R&R BAYANGAN CAFE

Family business by helping manage from all aspect of basic management such financial, operation and marketing. In which, leading by manager of restaurant.

INTERNSHIP

(AUG 2017 - DIS 2017)

SABAH LAND DEVELOPMENT BOARD

Account unit KKLW - Purchase, General Work Order, Medical or Staff claim, IPC (site meeting, supporting document, performance bond, iinsurance, certificate, verification and ipc platform, reconciliation and store check (audit)

EDUCATION

BACHELOR OF BUSINESS ADMINISTRATION (HONS) BUSINESS ECONOMIC

(2015 - 2017)

Universiti Teknologi Mara (UiTM) Sabah

Deals with issues such business organization, management, expansion and strategy
GPA : 3.33
CGPA : 2.70

DIPLOMA IN BANKING

(2011 - 2014)

Universiti Teknologi Mara (UiTM) Sabah

Basic financial management in banking.
GPA: 2.89
CGPA: 2.60

PENGAJIAN KEJURUTEREAAN ELEKTRIK & ELEKTRONIK (2008-2009)**SM TEKNIK KENINGAU SABAH**

SPM: 2B, 1C+, 1C, 2D, 2E

EXTRA CURRICULAR

- Community Service for students SMK Tebobon (Talk with games of self-motivation)
- Eco Go-Green & Sport Night Competition (won second runner-up title)
- Academic trip to Johor - Singapore (Organizing & Managing Transportation)
- Undergraduate Research Poster war Competition (Silver medal)
- Business Plan Competition (Recycle Product)
- Larian HARA SPRM Keningau (participate during internship under SLDB)