



## RESUME

### RISIMALAR MUNIANDY

No. 25, Lorong Damai 6, Taman Permata,  
14000 Bukit Mertajam,  
Pulau Pinang.

#### PERSONAL PARTICULARS

<b>NAME</b>	RISIMALAR D/O MUNIANDY
<b>ADDRESS :</b>	No. 25, Lorong Damai 6, Taman Permata, 14000 Bukit Mertajam, Pulau Pinang
<b>CONTACT NO:</b>	014-9554665 (H/P)
<b>EMAIL :</b>	malar_risi@yahoo.com
<b>DATE OF BIRTH :</b>	21/03/1992
<b>GENDER :</b>	Female
<b>NATIONALITY:</b>	Malaysian
<b>MARITAL STATUS :</b>	Single
<b>EMPLOYMENT OBJECTIVE :</b>	To seek working experience and apply my psychology of counseling skills.
<b>SPECIALISED SKILLS:</b>	Specialized in field of Psychology of Counseling, counseling for problematic people, solve a problem systematically and well in soft skills.
<b>ADMINISTRATIVE &amp; MANAGEMENT SKILLS :</b>	Able to manage stress timely and effectively Demonstrated ability to remain self motivated at all times Flexible in working hours Well in handling office equipment including copiers and fax machines Competent at filing and updating records
<b>COMMUNICATION &amp; LANGUAGE:</b>	Proven written and verbal communication skills in English, Malay and Tamil Other: Basic written and communication skills in Kadazandusun language.
<b>OTHER SKILLS:</b>	MS Word, MS PowerPoint, MS Excel And SPSS Programme

<b>ACADEMIC QUALIFICATION:</b>  <b>(include award/certificate ,date of completion, name and location of institution, major and courses taken)</b>	<p>Bachelor of Psychology with Honours ( Counseling Psychology)</p> <p>Class Two:II</p> <p>Courses included Individual Counseling, Group Counseling, Principle Philosophy, Ethics in Counseling, Counseling Theories, Industrial Counseling, Career and Placement, Life Span Psychology, Abnormal Psychology, Physical Cognitive and evaluation of children Research Method, System and Theory in Psychology, Personal Differences in Personality,Psychology, Interviewing Skills, Statistic, Physiology Psychology, Employment Physiology and Ergonomic,Safety and Health at the Workplace.</p> <p>STPM 2010 – SMJK(C) Chio Min</p> <p>CGPA: 3.34</p> <p>Subject included PA, PP, BM, SEJ and Tamil</p>
<b>EMPLOYMENT:</b>	<p>Cashier in Mitthras Store SDH BHD, kulim (Feb 2011 – Aug 2012)</p> <p>Cashier in Giant Kulim as part time worker (2012 -2016)</p> <p>Trainee counselor in University Malaysia Sabah- Practicum (Feb 2015- Mei 2015) (conducted 51 counseling sessions)</p> <p>Trainee counselor in Sultanah Bahiyah Polytechniq Kulim (Feb 2016- Mei 2016) (conducted 192 hours of individual and group counseling sessions)</p>
<b>ACTIVITIES :</b>	<p>Participated in Tamu Gadang organized by UMS-2014</p> <p>Participated and performed in Fiesta Cahaya organised by UMS-2014</p> <p>Stage and performance</p> <p>Tiong Hwa Carnival, UMS-2013</p> <p>Performer in Awards And Appreciation Night Spks ( Maps ) , Ums Organized Clubs Psychology</p> <p>Secretariat JAKMAS hostel CD,UMS- Exco Academic dan Counseling</p> <p>Participated in seminar session for undergraduates 2012</p> <p>Exco Transportation in <i>pembimbing suai mesra</i> MSM 19</p> <p>Treasurer for <i>Tautan Ukhuwah</i> , co-curriculum</p> <p>Participated in Kursus Angkasa, school level-2010</p> <p>Second runner up in netball competition school level</p> <p>Other activities apart from school and university-</p> <p>Judge for carnival academic competition (tamil language), SMK kepala Batas</p> <p>Participated Malaysian Indian Entrepreneur Development Workshop</p>
<b>INTEREST:</b>	<p>Reading psychology and motivational books, drawing, traveling, singing, dancing, playing outdoor games - bowling, and badminton</p>

