



PERSONAL PARTICULARS	
NAME	NOOR FASHA BINTI ISMAIL
DATE OF BIRTH	25/06/1992
GENDER	FEMALE
COUNTRY OF ORIGIN	MALAYSIAN
EMAIL ADDRESS	noorfashaismail@gmail.com
PHONE NUMBER	013-5103846
PERMANENT ADDRESS	NO.11, KAMPUNG BAKONG, 06300 KUALA NERANG, KEDAH DARUL AMAN.
CURRENT ADDRESS	NO.11, KAMPUNG BAKONG, 06300 KUALA NERANG, KEDAH DARUL AMAN.

EDUCATIONAL BACKGROUND	
DEGREE	BACHELOR IN BUSINESS ADMINISTRATION at KOLEJ UNIVERSITI INSANIAH CGPA ~ 3.57
DIPLOMA	DIPLOMA IN BUSINESS ADMINISTRATION at KOLEJ UNIVERSITI INSANIAH CGPA ~ 3.28
SPM	SMK. DATO' SYED AHMAD 3A 5C 1D

### **CAREER OBJECTIVE**

- ⑩ To enhance my professional skills in a dynamic and stable workplace.
- ⑩ To build a long-term career in management with opportunities for career growth.
- ⑩ To join a company that offers me a stable and positive atmosphere.
- ⑩ To join an interactive organization that offers me a constructive workplace for communicating and interacting with customers and people.

### **WORK EXPERIENCE**

- ⑩ As a part time sales girl at a bundle shop 2011
- ⑩ Practical at Hospital Sultanah Bahiyah Alor Star (HSBAS) 2012-2013
- ⑩ Work as a contract clerk in bursary department at HSBAS 2013

### **SKILLS AND LANGUAGE**

- ⑩ Good communicating in Malay and English. I also can understand Arabic in basic.
- ⑩ Good writer in Malay, English and Arabic.
- ⑩ Easily adopt with new place and surrounding
- ⑩ Able to use Microsoft Office (Microsoft Word, Microsoft PowerPoint, and Microsoft Excel) & SPSS Software.
- ⑩ Good knowledge about computer and internet.
- ⑩ Attend UBS Accounting & UBS Payroll course.

## **REFERENCE**

**PN. ZARIDAH BT. ZAKARIA**

**Pensyarah & Koordinator Latihan Industri,**

Kulliyyah Muamalat,

Kolej Universiti Insaniah (KUIN),

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**PN.SUHAINI BINTI ISMAIL**

**Senior Executive Finance & Account,**

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