



Seeking a position to explore career options in the finance sector due to my course Financial Economics and apply my financial knowledge extensively in meeting company's aim.

## PERSONAL DETAILS

Name : Aynadiah binti Amirudin  
Age : 23 Years old  
Gender : Female  
Marital Status : Single  
Nationality : Malaysian  
Contact No : 0198111848  
Address : No 34 lorong Selunsung A,  
Taman Sempelang.  
E-mail : [amynadiahmirudin@gmail.com](mailto:amynadiahmirudin@gmail.com)

## EDUCATIONAL BACKGROUND

University Malaysia Sabah

2016 : Bachelor Degree in Financial Economics

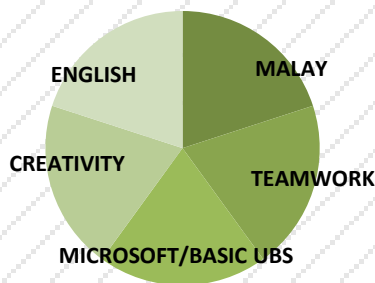
Labuan Matriculation Collage

2013: Matriculation ( Accountancy Certificate )  
CGPA : 3.44

High School

2011 : Sijil Perajaran Malaysia (SPM)

## SKILLS



## WORKING EXPERIENCES

### 1. JABATAN HAL EHWAL AGAMA ISLAM SABAH

14 APRIL 2017 – 12 NOVEMBER 2017

Position : Admin Executive / Customer Service

#### Responsibilities :

- Administration
- Assist the front line officers

### 2. SABAH CREDIT CORPORATION

04 JULY 2016 – 31 OCTOBER 2016

Position : Admin Executive (Trainee)

#### Responsibilities :

- Assist the duties of front line officers
- Customer service
- Assist the manager to carrying out the duties of processing loan

### 3. PRONOVA SDN BHD

07 MAY 2013 – 15 SEPTEMBER

Position : Front Desk Officer

#### Responsibilities :

- Carrying out of the day to day duties of front desk reception.
- Maintaining a good records on properties and client
- Coordinate the delivery and pick up of business

### 4. GRAZZIO SDN BHD

09 JANUARY 2012 – 31 MARCH 2012

Position : Sales Executive

#### Responsibilities

- Maintain and develop a good relation with customers
- Record sales and order information
- Provide accurate feedback on future buying trends to customers

## REFERENCES

### 1. FIRDAUS FAIZAL KARIM

Pen. Peg. Tadbir Agama  
Jabatan Hal Ehwal Agama Islam Sabah  
Contact No. : 016-8449698

### 2. Mr Chang Kok Kien

Branch Manager of Sabah Credit Corporation.  
016-840 5000