



HALIMAH BINTI MAT SAREF

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U-19,	Email	: ms.halimah@yahoo.com
Kampung Ubai,	Age	: 29
26610 Kuantan,	Rudimentary	: Basic Japanese
Pahang Darul Makmur		

CAREER OBJECTIVE

To obtain a job of any engineering position that related my study field. I am also willing to obtain any job that not related with my field to gain more knowledge and improve my working experience, skill and confidence level.

EDUCATIONAL BACKGROUND

Level : Bachelor of Electrical Engineering (Hons)
 Field of Study : Power Electronic and Drive
 Institute : Universiti Teknikal Malaysia Melaka (UTeM)
 Duration : 2009 – 2012

Level : Diploma in Electrical Engineering
 Field of Study : Electrical
 Institute : Universiti Teknikal Malaysia Melaka (UTeM)
 Duration : 2006 – 2009

Level : Sijil Pelajaran Malaysia
 Institute : Sekolah Menengah Teknik Kuantan
 Duration : 2004 – 2005

COMPETENCY

INSEP 2014 - CALIBRATION AND INSTRUMENTATION TECHNOLOGY COURSE (awarded by SIRIM SST)

- Calibrate the measurement equipment (pressure gauge, temperature indicator, temperature sensor, pressure relief valve, dial & thickness gauge, pressure switch and insulator tester)
- Write the calibration procedure
- Calculate uncertainties of the measurement
- Design, troubleshoot and testing the motor control and application for industries

WORKING EXPERIENCE

Company Name : **PANASONIC AVC NETWORKS KUALA LUMPUR SDN BHD**
 Position Level : Temporary Production Operator
 Date Joined : May 2016 – Oct 2016
 Work Description

- Assist the completion of TV module (screen)
- Perform inspection/testing for the TV module (screen)
- Ensure the quality of the product based on the given specification
- Ensure the product completion within stipulated time

Company Name : **PETRO PRECISION SDN BHD**
 Position Level : Junior Engineer
 Date Joined : Jun 2014 – January 2016
 Work Description

- Manage, develop and support calibration and troubleshooting of temperature, pressure, flow, humidity, level, density, viscosity instrumentation, control valves in addition to a wide range of off-line laboratory instrumentation and test equipment
- Continuously improve and implement systems for scheduling and documenting the performance of calibration activities
- Ensure all calibration operations are conducted in a safe and controlled environment
- Trend and analyse performance data to evaluate the effectiveness of calibration systems
- Ensure all calibrations are completed as per appropriate calibration procedure
- Ensure all documentation pertaining to calibration is stored and organised in a controlled manner
- Train team members in calibration/set-up of instrumentation as required

ACTIVITIES & PROGRAMS

2014	INSEP Program – Calibration & Instrumentation Technology Course Programmable Logic Control (PLC) Course
2012	Graduate Career Accelerated Program (GCAP)
2011	Ekspedisi Khazanah Alam Cameron AJK Tuan Rumah Kejohanan Liga Hoki Masum Div 1 2011 UTeM vs UPNM

COMPUTER SKILLS

Skill

MS Office
 OrcadPspice
 Proteus Professional
 Microprocessor
 PLC
 Google Sketch
 HMI

Proficiency

Advanced
 Beginner
 Beginner
 Beginner
 Intermediate
 Beginner
 Beginner

HOBBIES & INTEREST

- Sports - Jungle Trekking, Wall Climbing & Badminton
- Travelling
- Like to learn new languages such as Japanese and Korean

OTHERS

Willing to Travel : Yes
 Possess Own Transport : Yes
 Availability : Immediately
 CIDB Card : Possess
 Expected Salary : RM1800

REFERENCE

Name : Mohd Hasriq bin Nor Azlan
 Company Name : Johor Skills Development Centre (PUSPATRI)
 Position : Lecturer / Instructor
 Email : mhna_84@yahoo.com
 HP : 012-2427232