



**ZATI NABILAH BINTI ABU HASSAN**  
**BACHELOR OF HUMAN RESOURCE MANAGEMENT (Hons)**

**Permanent Address:**

No 118, Taman Sri Kroh,  
33100 Pengkalan Hulu,  
Perak Darul Ridzuan.

**Contacts No:** 013-4057487

**Email** [zatinabilah@yahoo.com](mailto:zatinabilah@yahoo.com)

**Objective:**

Looking for the greatest opportunity to work as a part of your company team where I can get an opportunity to utilize my knowledge and skills as well as to deliver my best towards your company goals.

**PERSONAL PARTICULARS**

<b>Age</b>	23	<b>Residence</b>	Pengkalan Hulu, Perak
<b>I/C No.</b>	940816-08-5028	<b>Nationality</b>	Malaysian
<b>Date of birth</b>	16 August 1994	<b>Marital Status</b>	Single
<b>Gender</b>	Female	<b>Health Status</b>	Excellent
<b>Place of Birth</b>	Perak	<b>Spoken Language</b>	Malay & English Language
<b>Race</b>	Malay		

**EDUCATIONAL BACKGROUND**

<b>2013 – 2017</b>	<b>Nothern University of Malaysia (UUM)</b> Bachelor of Human Resource Management( <i>Hons</i> ) Current CGPA : 3.47
<b>2012-2013</b>	<b>Perak Matriculation College</b> Certificate in Accounting CGPA : 3.71
<b>2007-2011</b>	<b>Sek. Men. Keb Pengkalan Hulu</b> SPM 5A 1B 4C

**STRENGTHS/QUALITIES**

- ✦ Highly motivated person. Willing to learn and accept any consequences from my action.
- ✦ Can work independently as well as work in a team.
- ✦ Punctual
- ✦ Hardworking person.
- ✦ Able to control emotion wisely.
- ✦ Able to work under pressure.

## SKILLS AND PROFECIENCY

LANGUAGE	PROFICIENCY	DESCRIPTION
English	Good	Able to communicate and deliver well
Malay	Excellent	

SOFTWARE	PROFICIENCY	DESCRIPTION
Microsoft Office	Excellent	Microsoft Word, Excel & PowerPoint
SPSS	Average	
PhotoScape	Good	
Movie Maker	Good	

## EXTRA CURRICULAR ACTIVITIES/SEMINAR/WORKSHOPS ATTENDED

- Officially commissioned as Inspector of Kor SUKSI
- Kor SUKSI (Bureau of Academic and Information)
- Awareness Seminar on National HR Standard, 2015
- HR Community Engagement Through Service Learning, 2016
- Convocation Secretariat of UUM, 2015
- 'Sukan SUKSI IPTA Zon Utara', 2016
- SUKSI Integration Challenge Bureau
- Graduate Employability Enhancement (G2E) "Resume Clinic with Jobstreet.com"
- Dean List

## WORKING EXPERIENCE

- Assistant of baker at Arima Bakery
- Practical Trainee at Lembaga Hasil Dalam Negeri Malaysia

## REFERENCES

### ASP Zolhaimi bin Jamaluddin

Pejabat Kor SUKSI,  
Universiti Utara Malaysia,  
06010 Sintok,  
Kedah Darulaman.

Contact No. : 019-4789344

### Dr. Fadzli Shah Bin Abd. Aziz

School of Business Management,  
College of Business,  
Universiti Utara Malaysia,  
06010 Sintok,  
Kedah Darulaman.

Contact No. : 019-4565858

Email: [f.shah@uum.edu.my](mailto:f.shah@uum.edu.my)

With this, I declare that all the information submitted in my resume is to the best of my knowledge, to be true and accurate.

Yours truly,

**ZATI NABILAH BINTI ABU HASSAN**  
**BACHELOR OF HUMAN RESOURCE MANAGEMENT (Hons)**  
**UNIVERSITI UTARA MALAYSIA**