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Taman Serai Wangi Fasa iii & iv,
9400 Padang Serai,
Kedah Darul Aman.

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Dear Sir / Madam

Application for any requirement post

I wish to apply for any required position in your company which is suitable with my experience and my knowledge. I finished my SPM in 2005 then I continued my studies at the Sultan Abdul Halim Mu'adzam Shah Polytechnic for a three-year Diploma in Civil Engineering. During the fourth semester, I did a six-month practical attachment at the YMY Resources Sdn Bhd in Alor Star, Kedah. My training there involved the construction site. After that, I continue my studies in civil engineering at Tun Hussien Onn Malaysia University including practical training at Jurutera Perunding Kabatas Sdn. Bhd., consultant companies. I'm involved with Road & Drainage design which is included plan and calculation for Pond & OSD storage for the site using PonCAD software during my practical training at Jurutera Perunding Kabatas.

After I finished my studies, I worked at KGA Engineering Sdn. Bhd. In 2013 until 2014 as a Civil Engineer. After that I work as Junior Geotechnical Engineer with PDC Consultancy and PDC Premier Holdings Sdn Bhd which is seconded to MBPP as in-house consultant (Geotechnical Consultancy Unit-GCU) in January 2015 until June 2016. After that, in July 2016 I worked at Kumpulan Ikram Sdn Bhd (Northern) until now as an Engineer.

I do have excellent communicative and interpersonal skills and familiar with Microsoft Office and engineering software such as Autocadd 2016, PonCAD, Slope/W, SLIDE 6 and ArcGIS 10.3. I also have certificate in Civil & Structural Draftman Level 1 and Architectural Draftman Level 1 from CIDB.

I enclose here with my resume. I am available for an interview at any time convenient to you.

I am looking forward to hearing from you soon. Thank you.

Yours faithfully

Noor Azah binti Zainon