

## SITI HAJAR BINTI HASSAN

05-02 Blok F Kuarters Hospital Sultanah Aminah,  
Pangsapuri Sri Murni 2, Jalan Pengkalan Rinting,  
81200 Tampoi, Johor Bahru, Johor.  
014-8067806 | tie\_ja91@yahoo.com



### CAREER OBJECTIVE

I would like to develop my skills in the application of theory to practical work situations. Moreover, I am ready to give full commitments on my work and together contribute to achieve the company goals.

### PERSONAL PARTICULARS

Age	:	26 years old	Religion	:	Islam
Date of Birth	:	05 April 1991	Race	:	Malay
Ic No.	:	910405-03-5328	Nationality	:	Malaysian

### EDUCATION BACKGROUND

**2012 - 2015** : **Bachelor of Science (Hons.) Information System Management (Minor Record Management)**  
Universiti Teknologi Mara (UiTM) Campus Machang, Kelantan  
CGPA : 2.95

**2010 - 2011** : **Sijil Tinggi Pelajaran Malaysia (STPM)**  
Sekolah Menengah Kebangsaan Ketereh  
CGPA : 2.67  
MUET : Band 2

**2004 - 2008** : **Sijil Pelajaran Malaysia (SPM)**  
Sekolah Menengah Kebangsaan Pangkal Kalong

### WORKING EXPERIENCE

Position	Organization	Duration
Internship student	SKALI Group (Alam Teknokrat Sdn Bhd). Level 15A, Menara Sentul, No.86, Jalan Sentul, 51100 Kuala Lumpur	5 month
Shop assistant	Norhariri Enterprise 16450 Kota Bharu, Kelantan	1 year
Production operator	Mondelez Malaysia Sdn Bhd. 126a Jalan Skudai, 81200 Tampoi, Johor Bahru.	2 week
Pekerja Sambilan Harian( PSH) – Pembantu Tadbir N17	Jabatan Rekod Perubatan, Hospital Sultanah Aminah, Persiaran Abu Bakar Sultan, 80100 Johor Bahru, Johor.	1 month

## SKILLS

### COMPUTER SKILLS:

- Adobe Dreamweaver
- Basic Programming (HTML, PHP,C++)
- Macromedia Director
- SPSS
- Proficient in Microsoft Office (Word, PowerPoint, Excel)
- Basic Multimedia

### LANGUAGES:

Language	Spoken	Writing
Bahasa Malaysia	Good	Good
English	Fair	Fair
Arabic	Poor	Poor

## CURRICULAR ACTIVITIES

- UiTM's volunteer for "School Attack" for SPM students at SMK Machang
- Facilitator for "PortableApps user training" at UiTM Kelantan
- Facilitator in "Carnival Cyber Explorer in Legal and Ethics" at UiTM Kelantan
- Participant in "Forum Rakyat 1 Malaysia" at UiTM Kelantan
- Participant in "Program Khidmat Masyarakat" at Perkampungan Orang Asli Cameron Highlands
- Participant in "Program Anak Angkat (OPKIM)" at Baroh Pial, Rantau Panjang Kelantan
- Participant in "Student Innovation, Invention & Design Competition (SIIDCOM)" at UiTM Kelantan
- Participant in "Corporate Social Responsibility (CSR)" at Rumah Persatuan Sindrom Down, Kuala Lumpur

## REFERENCES

1. Mdm. Izzatil Husna Binti Arshad  
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Universiti Teknologi MARA (UiTM)Kelantan,  
Bukit Ilmu, 18500 Machang,  
Kelantan  
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2. Mr. Mohamad Shazdreen Danieal Bin Mohd Rosli  
Senior Executive  
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