

Resume



Name : Najibah Binti Rabihi

IC No. : 930821-13-6310

Date of Birth : 21.08.1993

Gender : Female

Nationality : Malaysia

Religion : Islam

Race : Malay

Marital Status : Single

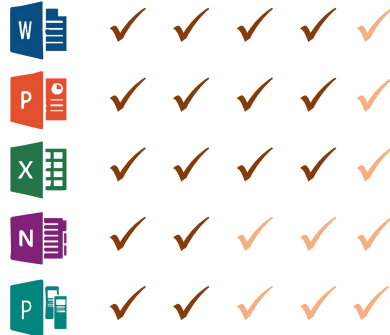
EXPERIENCE

Internship Student, Christopher Sim & Co.

Miri, Sarawak – August 2016 - Jan 2017 (6 months)

Job – Photocopy, scanning, Key in data in cash expenses, sales and purchases of client company, vouching, issue payment voucher, adjust trial balance of client company.

COMPUTER SKILLS



LANGUAGE SKILLS

- **MALAY** : Good in speaking and writing
- **ENGLISH** : Moderate in speaking and writing

Contact

Address :

Lot 394, Jalan Anting 1,
Pujut 1, 98000 Miri,
Sarawak.

Tel. No. :

012-8623997

Email :

najibahrabihi@gmail.com

EDUCATION

DIPLOMA IN ACCOUNTANCY

2011 – 2015 Universiti Teknologi MARA (UiTM)
CGPA : 3.11

SIJIL PELAJARAN MALAYSIA (SPM)

2010 Sekolah Menengah Kebangsaan Lutong
Grade : 2A 3A- 1C 2D 1E

PENILAIAN MENENGAH RENDAH (PMR)

2008 Sekolah Menengah Kebangsaan Lutong
Grade : 6A 2B

EXPECTED SALARY – RM1400-RM1800

REFERENCES

Dayangku Ruhayah Awang Bolhan
Senior Lecturer

Faculty of Accountancy
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Mariam Rahmat
Senior Lecturer

Faculty of Accountancy
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Kota Samarahan Sarawak
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Make Your Pitch !

Willing to learn and accept any consequences from own action. A hardworking and never delays a given tasks. Able to perform task efficiently, quick and within a given time. A fast learner and can work well in a team.