



MEGAT AHMAD ASYRAF BIN MEGAT S'ADAN

RISK MANAGEMENT EXECUTIVE / HUMAN RESOURCE (RECRUITER)

PERSONAL DETAILS

Lot 7401, RPT Jalan Bemban,
31000 Batu Gajah, Perak.
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PROFFESIONAL SUMMARY

- Seek new exposure & a quick learner.
- Work well with minimum supervision.
- Positive minded & helpful person.
- Good team player & independent.

EDUCATION BACKGROUND

BACHELOR IN BUSINESS ADMINISTRATION
Universiti Kebangsaan Malaysia : 2012 – 2015
Major in Risk Management : 3.30

MATRICULATION
Penang Matriculation College : 2011 – 2012
Accounting : 3.93

SPM
Malay College Kuala Kangsar : 2006 – 2010
Science : 5A, 3B, 1C

LANGUAGES PROFICIENCY

Malay ★★★★★ English ★★★

WORKING EXPERIENCES

HR - RECRUITER, Flextronics System Penang
(Formerly known as Bose System Malaysia)
Bandar Cassia, Penang — 2016 - current

- Hiring direct labors to meet production demand.
- Manage local & foreign workers information.
- Maintain attrition report & headcount model.
- Handling & keep foreign workers documents.
- Dealing with vendors regarding agency workers.

RISK MANAGEMENT EXECUTIVE, QSR Brands
Wisma KFC Jalan Sultan Ismail, KL — 2015 - 2016

- Conduct risk assessment to various plants.
- Produce risk reports based on risk assessment.
- Follow up risks identified during risk assessment.
- Exposure to Enterprise Risk Management.
- Interviewing managers to gain risk information.

ADDITIONAL SKILLS

- Microsoft Office (Word, Excel & Powerpoint)
- System Handler (Workday, MYwave & LTP)

EMPLOYEE REFERENCES

Nor Rimi Muhid
Human Resource Manager
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