

NURUL SHUKRIAH BINTI ARIFFIN

NO. 3470, JALAN LAGENDA 12/6,
TAMAN LAGENDAI I & II,
09400 PADANG SERAI, KEDAH.
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JOBS OBJECTIVES

To acquire a job opportunity in administration/software application/web development sectors with experiences, skills and knowledge of research in web design, administrative job and software design.

PERSONAL INFORMATION

FULL NAME : Nurul Shukriah Binti Ariffin
GENDER : Female
NATIONALITY : Malaysia
ADDRESS : No. 372, Jalan Rambutan,
Felda Teloi Timur,
09300 Kuala Ketil, Kedah.

DATE OF BIRTH : 16h JANUARY 1990
PLACE OF BIRTH : Kedah
MARITAL STATUS : Married

EDUCATION

2011 – 2014 **Bachelor of Computer Science**
Universiti Technology MARA (Perak)
CGPA: 3.23
2008 - 2010 **Diploma of Computer Science**
Universiti Technology MARA (Kedah)
CGPA: 3.22
2006 - 2007 **Sijil Pelajaran Malaysia (SPM)**
Sekolah Menengah Kebangsaan Sultan Badlishah
RESULT: 3A1, 1A2, 2B4, 1C5, 2C6, 1D7
2003 - 2005 **Penilaian Menengah Rendah (PMR)**
Sekolah Menengah Kebangsaan Teloi Kanan
RESULT: 7A, 1B

SKILLS

LANGUAGES **MALAY** Well written and spoken
ENGLISH Well written and spoken

SKILLS : PHP and MySQL, JOOMLA 2.5
: Microsoft Office (Word, Excel, etc)
: MatLab Programming,
: Adobe Photoshop, Adobe Illustrator,
: C++ Programming Language, JAVA Programming Language

ACTIVITIES/TRAINING/WORKSHOP

2013 System Development for WhiteGroup Media
2011 System Development for PPD Baling
2012 Committee of UiTM Masria's Block (UiTM)
2009 Badminton Tournament (UiTM)
2009 Netball Tournament (UiTM))

WORKING EXPERIENCES

FEB 2015 – OCT 2015 : Data Entry Clerk (Vision Media Supplies Sdn. Bhd.) (Penang) (RM1200)

1. Prepare data for inputting into databases and general paperwork duties
2. Input data in an accurate and efficient manner
3. Update records and information in the database
4. Retrieved data for informational purposes as directed
5. Compare entered data with the source documents
6. Any other ad-hoc duties assigned by Management

AUG 2014 – FEB 2015 : Customer Service (ABX Express (M) Sdn. Bhd.) (Penang) (RM1000)

1. Involve in daily data entry
2. Support customers for their request etc. tracking number, pick list
3. Received shipping order from customer via counter or phone.
4. Prepare Daily bank in report
5. Admin works related

SEP 2013 – DEC 2013 : Trainee (White Group Media) (Alor Setar)

1. To support and work with the web development department on matters related to web design and web maintenance
2. Dealing web design and web development with customer from Hotel Darulaman which is designing the layout and features
3. Graphic design process such as design a banner, bunting, etc and photograph edited using Adobe Suite software

JOB PREFERENCES

Expected Monthly Salary : MYR 1500
Willing to Travel : Yes
Willing to Relocate : Yes
Possess Own Transport : Yes

REFERENCES

Name : Ooi Cheng Soon
Relationship : Superior
Position : Branch Manager
Company : Vision Media Supplies Sdn. Bhd.
Telephone : 04-6434647
Email : chengsoon@visionmedia.com.my

Name : Mr. Asyadi Bin Ayob
Relationship : Practical Training's Supervisor
Position : Manager
Company : WhiteGroup Media
Telephone : 04-7345493
Email : asyadiayob@whitegroupmedia.com.my