



# NUR AYUNI ILYASNUR

## CONTACT ME



ayuniilyas30@gmail.com



017 - 2598002



No.16, Fasa 2, Tmn Kuala Menggatal,  
88450, Kota Kinabalu, Sabah

## PROFILE

**Full Name:** Nur Ayuni Binti Ilyasnur

**Date of Birth:** 30.12.1994

**Nationality:** Malaysia

**Marital Status:** Single

## CAREER OBJECTIVE

To secure an entry level of finance position that utilizes my qualification and knowledge also providing full commitment towards achieving personnel and organizations goals.



## SKILLS

### Microsoft Office

(Word, Excel, Power Point)

### Proficiency

Advanced

### Accounting System

SQL

Basic

UBS

Basic



## LANGUAGES

### Speaking

### Written

Malay

Excellent

Excellent

English

Intermediate

Intermediate



## ACHIEVEMENTS

- Winning best subject of Financial Statement Analysis. Session (Mac 2017 – July 2017)
- Awarded Dean List by Faculty of Business Management UiTM Sabah for semester 3 in Bachelor's Degree
- Awarded best subject of Mathematics and Additional Mathematics in SPM.

## WORK EXPERIENCE

**Jan 2012 – Apr 2012**

**Retail shop**

**Retail Assistant/Cashier**

- Perform basic math functions to collect payments and make change
- Handle exchanges and refunds in a quick, efficient manner

**July 2015 – Sep 2015**

**"Butik Rumah Mode Jakarta"**

**Retail Assistant/Cashier**

- Operate registers, scanners, scales and credit card/debit card terminals
- Handle exchanges and refunds in a quick, efficient manner and keep the checkout area clean and orderly

**Aug 2017 – Dec 2017**

**State Finance Minister Sabah (PUKONSA department)**

**Internship**

- Updating and filing files of supply and service, class F, class E work Contractor Company,
- Entering data of company which is registered with Pukonsa.

## EDUCATIONS

### **BACHELOR'S DEGREE IN BUSINESS ADMINISTRATION (HONS.) FINANCE (2015 – PRESENT)**

University Technology Mara (UiTM)- Sabah

CGPA : 3.43

### **DIPLOMA IN ACCOUNTING INFORMATION SYSTEM (2012 - 2015)**

University Technology Mara (UiTM)- Perak

CGPA : 3.37

### **SIJIL PELAJARAN MALAYSIA - SPM (2007-2011)**

Sekolah Menengah Kebangsaan Tebobon

## REFERENCES

**Professor Madya Rosdiana Haji Sukardi**

Lecturer in UiTM,  
Kota Kinabalu, Sabah.

Tel: 088-513671

H/P: 013-8645886

rdianamohamad@gmail.com

**Maznah Awang**

Officer of PUKONSA,  
Kota Kinabalu, Sabah.

Tel: 088-368040

H/P: 019-8603608

Maznahawang3@gmail.com