

**FARIHA HANI NAIM BINTI PAHRURAZI**

NO.24, LORONG SATU , POKOK ASSAM TAMBAHAN, 34000, TAIPING ,  
PERAK DARUL RIDZUAN .

CONTACT NO : **019 - 4658086**

EMAIL : **sayaiera@gmail.com**

**PERSONAL PARTICULARS**

IC NO.	: 930612-08-5588	NATIONALITY	: MALAYSIAN
AGE	: 23	RELIGION	: ISLAM
DATE OF BIRTH	: 12 JUNE 1993	MARITAL STATUS	: SINGLE
PLACE OF BIRTH	: HOSPITAL TAIPING	RACE	: MALAY
GENDER	: FEMALE	DRIVING LICENSE	: B2 , D

**ACADEMIC QUALIFICATION****2006 - 2008**

LEVEL : PENILAIAN MENENGAH RENDAH ( PMR)  
INSTITUTION : SEKOLAH MENENGAH KEBANGSAAN DOKTOR BURHANUDDIN

**2009 - 2010**

LEVEL : SIJIL PELAJARAN MALAYSIA ( SPM)  
INSTITUTION : SEKOLAH MENENGAH KEBANGSAAN DOKTOR BURHANUDDIN

**2011- 2013**

LEVEL : MATRICULATION  
INSTITUTION : KOLEJ MATRIKULASI PERAK

**WORK EXPERIENCES**

POSITION	PERIOD	COMPANY
TICKET SALES	MAY 2015 - JUNE 2015	TSL TRAVEL & TOURS SDN BHD
SALES	JUNE 2015 - JANUARY 2016	PKU TECHNOLOGY SDN BHD ( PH&CO TAIPING)
HOUSEKEEPING	JULY 2016 .	HOTEL TAIPING PERDANA

**COMPUTER SKILLS**

- 1 MICROSOFT OFFICE ( WORD , POWER POINT AND EXCEL )
- 2 WINDOWS MOVIE MAKER (BASIC)

**LANGUAGES**

Proficiency (0 - Poor, 10 - Excellent)

Languages	Spoken	Written
Bahasa Melayu	10	9
English	6	6

#### TRAINING ATTENDED

General Participation	Year
SAFETY AND HEALTH OFFICER	2017
CCNA 1	2014
KURSUS ASAS KEUSAHAWANAN SISWA ( KAKS )	2013

#### INTERPERSONAL SKILLS

- 1 OUTGOING PERSON WITH SELF MOTIVATED , ACTIVE AND ABLE TO GET ALONG WITH EVERYONE.
- 2 PATIENCE , CONTROL , OPEN , AND TOLERANT IN DIFFERENT CHARACTER.
- 3 GOOD RELATIONSHIP AND COMMUNICATION SKILLS.
- 4 CAN WORK INDEPENDENTLY WITH A MINIMUM SUPERVISION .
- 5 ABLE TO WORK HARD WITH A FLEXISBLE HOURS AS REQUIRED .
- 6 RESPONSIBLE AND DISCIPLINE PERSON WITH GOOD ATTITUDE , PUNCTUAL AND ALWAYS DETERMINE IN DOING MY JOB.

#### ADDITIONAL INFORMATION

WILLING TO TRAVEL : YES  
WILLING TO RELOCATE : YES  
POSSESS ON TRANSPORT : YES  
EXPECTED SALARY : ( NEGOTIABLE )