

## RESUME



## PERSONAL INFORMATION

- **Name** : Nurashikin binti Mohd Yusof
- **Address** : No.20 Lorong Pauh Jaya 3/5,  
Taman Pauh Jaya, 13700,  
Perai, Pulau Pinang
- **Phone No.** : +60149025263
- **Email Address** : nurashikin.yusof@yahoo.com
- **Age** : 22 Years Old
- **Date Of Birth** : 03 February 1995
- **Sex** : Female
- **Marital Status** : Married
- **Nationality** : Malaysian
- **Race** : Malay
- **Religion** : Islam

## OBJECTIVE

Looking for a challenging experience in practical and committed if offered to join the company as a staff member. Sharpen my skills and put a good use to it thus help me obtain various skills.

## SKILLS

- Fluent in English and Malay, same goes with writing.
- Proficient in Microsoft Office: Words, Excel, Power Point
- Very flexible in adapting with new, challenging pressured environment and hard labor.
- Can contribute as an excellent member in a team and a very fast learner.

## EDUCATION

### **Year 2013 – 2016**

Universiti Teknologi Mara, Jengka, Pahang  
Diploma in Science

### **Year 2011 – 2012**

Rembau Technical Secondary School, Rembau Negeri Sembilan  
Sijil Pelajaran Malaysia (Agrotechnology)

### **Year 2008 – 2010**

SAM Parit Baru, Sabak Bernam, Selangor  
Penilaian Menengah Rendah

### **Year 2002 – 2007**

SK Simpang 4 Bagan Nakhoda Omar Sabak Bernam  
Ujian Pencapaian Sekolah Rendah  
SRA Simpang 4 Bagan Nakhoda Omar Sabak Bernam  
Ujian Pencapaian Sekolah Rendah Agama

## RELEVANT SUBJECT

- |   |                                       |
|---|---------------------------------------|
| ➤ Introduction to Biology                 | ➤ Introduction to Tissue              |
| ➤ Introduction to Chemistry               | ➤ Foundation of Applied Mathematics   |
| ➤ Mechanics 1                             | ➤ Physical Chemistry 2                |
| ➤ Metabolism and Cell Division            | ➤ Inorganic Chemistry                 |
| ➤ Physical Chemistry 1                    | ➤ Fundamentals of Entrepreneurship    |
| ➤ Electricity and Magnetism               | ➤ Analytical Chemistry                |
| ➤ Organic Chemistry                       | ➤ Computer and Information Processing |
| ➤ Introduction of Human Biology           |                                       |
| ➤ System and Maintenance Plant and Animal |                                       |
| ➤ Introduction Human And Diversity        |                                       |

## WORKING EXPERIENCE

- 1. Employer** :A&W Seremban Drive Thru Seremban Negeri Sembilan  
**Period** :December 2012-April 2013: April 2014-May 2014: October 2014-November 2014  
**Position** : Cashier and Dining

### Experience

- Help customer in various things.
- Learn communication skills with various types of people.
- Gain knowledge in running restaurant.

- 2. Employer** :Narashima Sdn Bhd  
**Period** : April 2015-May 2015  
**Position** : Advertising

### Experience

- Learn to manage selling product.
- Acquire skills of attracting customers.
- Learn to make sales with various type of people.

**3. Employer** :Mydin Mohamed Holding Sdn Bhd  
**Period** : November 2016-April 2017  
**Position** : Admin Associate

#### CURRICULAR ACTIVITIES

- Participated in an intensive training course to be a commander. 2013
  - Completed the training within 9 days.
  - Achieving skills to conduct more then 300 students at a time.
- Joined the National Day at Maran, Pahang 2015
  - Participated as a marching squad representing Commander Of National KesatriaUiTM Pahang
- Joined a jamboree at UiTM Dungun, Terengganu 2015
  - Finished serving UiTM Pahang as a Commander of National Kesatria
  - Was commissioned as a 'Leftenan Muda Kesatria'

## REFERENCE

1) A&W SEremban Drive Thru

Jalan Yam Tuan, Bandar Seremban, 70000 Seremban, Negeri Sembilan, Malaysia

No.Tel: [06-7624306](tel:06-7624306)

2) NarashimaSdnBhd

No.74, JalanPerai Jaya 4 13600 Bandar Perai Jaya, Penang

No.Tel:04-3974361