

Bachelor of Muamalat Administration with Honours



PERSONAL PARTICULARS

Marital Status : Single
Sex : Male

I am looking for a chance to gain new knowledge, experience and expose myself to the real **Muamalat Administration Function and Practices** in the company especially office management and implementation on daily works.

YEAR	SCHOOL/UNIVERSITY	DESCRIPTION
2004 - 2008	SEKOLAH MENENGAH KEBANGSAAN AGAMA DURIAN GULING	PMR : 3A 5B 1E SPM : 5A 2B 1C 2D 1E
2009 - 2010	SEKOLAH MENENGAH KEBANGSAAN AGAMA DURIAN GULING	STPM : 3.33 MUET : BAND 2
2011 - 2015	UNIVERSITI UTARA MALAYSIA	Bachelor in Muamalat administration Hons (Business Administration) <ul style="list-style-type: none"> • MAJOR Islamic Business Practice, Islamic Management, Islamic Banking • MINOR Business Administration • CGPA : 3.24

- Language: Bahasa Malaysia : Good
English : Moderate
- Driving License : D and B2
- Having a stable and challenging career that used personal capability and creativity where I can enhances my skills and improve my knowledge. I am also able to work under pressure and independently with minor guidance.

- Electrical wiring (2010 – 2011)
- Majlis Amanah Rakyat (MARA) Cawangan Hulu Terengganu – Practicum (2015)
- Pekerja Sambilan Harian-Pembantu Tadbir (Kementerian Dalam Negeri)- 2016

PERSONAL CHARACTERISTICS

Personal Strengths : Posses positive learning attitude – eager to learn new things.
: Ability to communicate with all level of people.
: Can work as a team.
: Experienced in administration and management

EXTRA CURRICULAR ACTIVITIES

YEAR	ACTIVITY	LEVEL OF PARTICIPATION
2004 – 2010	<ul style="list-style-type: none">• Olahraga• Bola Sepak SMKA Terengganu• Bola Sepak MSSD• Bola Sepak MSSM TERENGGANU bawah 16 tahun• Bola Sepak MSSM Marang• Bola Baling MSSM Marang• Futsal Peringkat Zon PLKN Kumpulan 1 siri 6• Program Latihan Khidmat Negara(PLKN)• Khemah Kerja Kelab Setia 1Malaysia	<ul style="list-style-type: none">• District level• State level• District level• State level• District level• District level
2011 – 2014	<ul style="list-style-type: none">• Rakan Muda Tough Enough Futsal• Bengkel Pasaran Modal Islam• Eksplorasi Minda Tunas Keilmuan Global Ke Johor Dan Singapura: Meninjau Pasaran• Masum Cup (Bola Sepak)• Kelayakkan Liga IPT• IMT-GT Varsity Carnival (Bola Sepak)• Sukan Universiti Utara Malaysia(Bola Sepak)• Inter Dpp Futsal Competition• Sukan Trek Dan Padang (Sukuum)	<ul style="list-style-type: none">• University• University• University• University• University• International• University• University• University

COMPUTER SKILLS

TYPE OF COMPUTER SKILL	DESCRIPTION
<ul style="list-style-type: none">• Microsoft Office (Excel/Word/Power Point/ SPSS)	GOOD/ EXCELLENT/EXCELLENT/ MODERATE

SEMINAR / WORKSHOP ATTENDENCE

- Islamic Capital Market Seminar
- Bengkel Pengurusan Harta Pusaka Dan Faraid
- Protocol Workshop at EDC Hotel, UUM

ACHIEVEMENT

- Head of Sport and Culture

REFERENCE PERSON
COORDINATOR

Dr. Mahyuddin Bin Abu Bakar
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