

RESUME



PERSONAL DETAIL

NAME : NURAMIRAH BINTI AMIR
ADDRESS : No 199, LorongSawi 2/7, Taman Sawi 2, 09600 Lunas,
Kedah.Darul. Aman
DATE OF BIRTH : 14 November 1992
AGE : 24 years Old
NATIONALITY : Malaysian
RELIGION : Islam
RACE : Malay
GENDER : Female
MARITAL STATUS : Single
TEL. NO : 013-4388197
EMAIL : nuramirahamir14@gmail.com
PERSONALITY : Able to work in a group and have high teamwork spirit, like to learn
and understand new things, easy to communicate with other people,
and can complete a work ortask on-time.

ACADEMIC BACKGROUND

<u>YEAR</u>	<u>INSTITUTION</u>	<u>ACHIEVEMENT</u>
2008 – 2009	Sekolah Menengah Teknik Langkawi, Kedah.	SPM – 5A 3B
2010 – 2013	Universiti Teknologi Mara (UiTM) Kedah.	Diploma in Business Studies CGPA – 3.15
2014 - 2016	Universiti Teknologi Mara (UiTM) Kedah.	Bachelor in Business Administration(Hons) Major: Marketing CGPA: 3.41

WORKING EXPERIENCE		
YEAR	ORGANIZATION	POSITION
Dec 2009 – Mac 2010	Renesas Semiconductor (Kedah) SDN. BHD	Production Operator
Aug 2013 – Dec 2013	The Store Kulim (Landmark Central)	Promoter
Mac 2016 – Oct 2016	Kulim Advanced Technologies Sdn. Bhd	Admin Administrator
Oct 2016 - Jan 2016	Alpha Precision Turning & Engineering Sdn Bhd	Business Development Officer

SKILLS
COMPUTER SKILLS : Microsoft Word, Microsoft Power Point, Microsoft Excel, Microsoft Publisher, Internet& Window Movie Maker.
LANGUAGE SKILLS : BahasaMelayu: Fluent in Speaking and Writing English : Moderate in Speaking and Writing

EXTRA – CURRICULAR ACTIVITIES
<ul style="list-style-type: none"> ● member of Entrepreneur Club at UiTM Kedah ● Member Of Business Club at UiTM Kedah ● Participate in Dikir Barat Mandarin competition ● Member in Mandarin Club UiTM Kedah. ● Hold position as souvenir committee members in JalinanMesraUkhwahUiTM ● Hold position as souvenir committee members in Marketing All Around Us Programs ● Participated in MajlisTilawah Al-Quran (District Level) ● Participated in Athletics (School Level)

REFERENCE	
UniversitiTeknologi Mara UniversitiTeknologi Mara (UiTM) Kedah 08400 Merbok, Kedah. Darul. Aman Attn : PuanAzyyatiBintiAnuar Position : Lecturer in Faculty of Business Administration Tel : +6(04) 4562142 (Office) +6(012) 5534339 (Mobile)	Kulim Advanced Technologies SdnBhd 1 st Floor, KHTP Techno Centre, Kulim Hi-Tech Park, 09000 Kulim, Kedah. Attn : Pn. Sabura Bee BintiMohdYusof Position : Assistant Manager Tel : +6(04) 4031633 (Office) +6(019) 4000152 (Mobile)

