# **RESUME**

NAME : ALEXSON ANAK WILLIAM

ADDRESS : KAMPUNG SEGA,

94000 BAU, SARAWAK

AGE : 21

IC NUMBER : 960610-13-5155 H/P : 019-848 8082

EMAIL : alexsonwilliam96@gmail.com

CITIZEN : MALAYSIA



### **Objective:**

To obtain any available position as a fresh graduate that is suitable with my field study as technology management.

#### **Education:**

## •2016 – Sijil Aplikasi Perisian Komputer

Mas Gading Community College Current CGPA: 3.73

•2013 – SPM

SMK Paku

Result: 1C, 2C+, 2D, 4E

### **Working Experience:**

Shunto Steel SDN BHD (December 2013 – November 2014)

- Work as Machine Operator
- Managed the maintenance stock.

#### Curriculum

TypeActivityCurricularScout (Member)Clubs And AssociationsKelab Setia (Member)Sports And GamesBadminton (Member)

### Language Spoken

- Malay good both in speaking and writing.
- English good both in speaking and writing.
- Dialect (Bidayuh) good both in speaking and writing.

### Personality

- Proactive.
- Can work under pressure.
- Willingness to learn new thing.
- Willingness to travel.

#### **Expected Salary**

RM 1200 or above

### References:

1. Name : Ainee Anak Gundes Address : No. 101, Kampung Sega

94000 Bau, Sarawak

Relationship : Mother Telephone : 014-358 3078 2. Name Address : William Anak Mekek : No. 101, Kampung Sega 94000 Bau, Sarawak

Relationship : Father

Relationship : Father Telephone : 012-857 4626

## **ALEXSON ANAK WILLIAM**

No. 101, Kampung Sega 94000 Bau SARAWAK

To: Human Resource Manager

## TO APPLYING JOB VACANCIES

Dear Sir/Madam

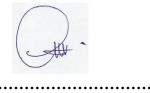
I am writing to inform you of my interest for the job vacancies as was recently advertised.

Together with this cover letter, I attached here with my resume for your full consideration. I will recently obtain my certificate from the Mas Gading Community College. As a graduate in Sijil Aplikasi Perisian Komputer, I have acquainted myself with a range of skills that would allow me to blend with the organizations culture and propel the team to new height of success. For a better understanding, I was obtained my SPM with result 1C, 2C+, 2D, 4E.

I have experienced in Machine Operator at Shunto Steel SDN BHD for 1 year and directly continue my job at JP Computer Centre, Bau as a General Clerk until now after finished my Industrial Training. I gained excellent communication, leadership, and managerial skills to achieving the target. Besides, I have coordinated the variety activities due to participant abilities. I was acknowledged that in an organization there are needed for multi-tasks person. I am extremely organized and have excellent vision of what it takes to make an organization run well to ensure maximum customer satisfaction and efficiency.

I appreciate your time reviewing my application and it will be a pleasure for me to attend an interview with you at your convenient time. Kindly, may reach me at 019-848 8082 or by my email address alexsonwilliam96@gmail.com. Great thanks for your attention and consideration.

Yours sincerely,



**ALEXSON ANAK WILLIAM**