



Nurul Hazzira Binti Fadzil



ABOUT ME

I am a self-motivated, ambitious person who has developed a mature and responsible approach to any task that I undertake, or situation that I am presented with. I would like to be a part of a company where I could use and enhance my skill and gain work experience for the future development of myself.



CONTACT ME



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A 05-23 Pangsapuri
Taman Industri Lembah
Jaya Selatan, 68000
Ampang, Selangor



TEAM WORK

MS WORD

MS EXCEL

MS OUTLOOK

MS POWER
POINT

WEB



WORK EXPERIENCE



SALES COORDINATOR AT WATSON'S PERSONAL

Responsible to assist the customer to buy the product and also provide the relevant information to them. Besides, I responsible to promote Watsons member card and PWP and also responsible to be a cashier

2012-2013



SALES ASSISTANT AT 7-ELEVEN

To make sure the store is safe and maintaining a comfortable and clean environment for the customer. Besides, stacking of merchandise on the shelves and be a cashier

2015-2016



INTERNSHIP AT WATSONS MALAYSIA HEAD QUARTERS

Responsible to compile, check new application form and document received from store and key into system. Besides, I responsible to issue offer letter for staff in store and also follow up incomplete submission of new application. Other than that, need to filling document and open courier bag and distribute to related member

2017-2017



EDUCATION



BACHELOR IN HUMAN RESOURCE MANAGEMENT

Universiti Teknologi Mara Puncak Alam, Selangor

2016-2018

CGPA 3.21



DIPLOMA IN BANKING STUDIES

Universiti Teknologi Mara Segamat, Johor

2013-2015

CGPA 3.22



SIJIL PELAJARAN MALAYSIA (SPM)

Sekolah Menengah Vokasiaonal Setapak, Kuala Lumpur

2011-2012

5A3B



AWARDS



Student Award (SMV Setapak)

2012



The Best Students of Science Subject SPM (SMV Setapak)

2012



Dean List Award for Semester 1 (UiTM Segamat)

2013



REFERENCE



Jason Liew Kee

Senior HR Officer Watsons
Personal Care Sdn bhd

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Dayang Nailul Muna bt
Abg Abdullah

Human Resource
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