

OBJECTIVES



Seeking a challenging career with a progressive organization that provides an opportunity to capitalize my career development, technical skills and abilities in the field of Laboratory, Chemistry and Environment yet willing to work in different profession. I'm a strong-willed and optimist person who believes by working in a positive environment, continuous recruitment and training are the keys to improve work quality and productivity.

CONTACT

Name : Farnadia Binti Taip

Whatsapp/ Phone No: 014-5659981

Email: farnadiataip@gmail.com

IC: 911004-12-5618

OTHER PARTICULARS

Willingness to travel/ relocate: Yes

Expected salary: Negotiable (RM 2 ± K)

EDUCATION

2014-2016

Bachelors of Science (Hons.) Chemistry

(Minor: Business Management, Occupational Safety And Health, Environmental Management System, Entrepreneur, Computer Programming)

Universiti Teknologi Mara, UiTM Sarawak

CGPA: 2.62

2009-2014

Diploma In Science

(Biology, Chemistry, Entrepreneur, Computer, Statistic)

Universiti Teknologi Mara, UiTM Sabah

CGPA: 2.61

2010

Malaysian University English Test (MUET)

Universiti Teknologi Mara, UiTM Sabah

Result: Band 3

2007-2008

Sijil Pelajaran Malaysia (SPM)

(Sains Teknologi dan Kejuruteraan: Sains Pertanian, Biologi, Kimia)

Smk Dato Paduka Mat Salleh, Ranau Sabah

Result: Passed

WORKS

- Dec 2016 – Jan 2017** **Casual worker (part timer)**
HGST Malaysia Snd. Bhd, Sarawak
Salary: RM100/day
1. The works include operating machines such as speed fame and water pitter.
 2. Cleaning machines for next operation
 3. Insert and take out the polished CD from the machines.
- June- Sept 2015** **Intern (Lab Assistant, Admin, Technical)**
Jabatan Air Ranau, Sabah
Allowance: RM 500/month
1. Conduct water inspection and water test using chemicals and tools.
 2. Teamwork with technical and laboratory department to clean water tank and adjust the water ph.
 3. Handling admin works: filing, office schedule, printing and data input, prepare minutes, event runner.
- 2010-2013** **Commander Kesatria and Tutor**
Unit Curriculum, UiTM Sabah
Salary : RM50/hour
1. Responsible to teach new student (Part 1) to March.
 2. Preparing exam sheet, extra activities requested by the university, Marching tournament for the students whose taking Curriculum.
 3. Help the Police to monitor, patrolling. Collaborated with Majlis Perwakilan pelajar, Hal Ehwal Pelajar and Hal Ehwal Academic for event.
 4. Undergo training.
 5. Management and admin works: Filing, registration, 5s, writing speech and letter, cleaning.
- 2006- 2012** **Cashier, Kitchen Helper**
Maya Enterprise Snd. Bhd Ranau, Sabah
Salary : RM700/month
1. Preparing next budget
 2. Catered for schools and event
 3. Record new and old bills

RELATED EXPERIENCES

- 1. Committee member of 3rd Faculty of Applied science, Colloquium ,(June, 2016)**
 - Taking the participant's attendance
 - Preparing prize, tentative and manage the stage arrangement as well as the protocol for closing ceremony.
- 2. Exco for Ambang Gawai dan Kaamatan, Majlis Perwakilan Pelajar (MPP) UiTM Sarawak, (May, 2015)**
 - Work as the floor manager to ensure all the participants are ready before performances.
 - Escorting the participants to the VIP room, to be evaluated by the juries and give briefing about the programme flow before and after each session finish.
- 3. Exco for Shine Bright like a Diamond, BCHEM Annual Dinner Riverside Majestic Hotel Sarawak, (2015)**
 - Responsible to escort and alert with VVIP arrival into the Hall of Riverside Majestic Hotel. Design proper gimmick and props for the event.
- 4. Transport and Communication Exco, Academic Trip to Surabaya UiTM Sarawak, (Oct, 2015)**
 - Preparing letter and responsible to contact the Head of Faculty of Mathematics and Science of Sepuluh Nopember Institute of Technology, Surabaya, Indonesia.
 - Preparing the event for Cultural exchange for Indonesian student.
 - Meeting and dealing with UiTM's Management for Dana approval.
- 5. Facilitator and Exco of Charity for Children with Autisms Matang Sarawak, Charity for folks Matang Sarawak (2014)**
 - Prepare bus for transportation; Dealing and meeting with UiTM's Transportation Management
 - Responsible to update current location and navigate the driver.
 - Meeting, help the staff to handle the autism children (singing, study). Exploring the Autisms nature when they are surrounded with peoples.
 - Help the staff at the folks (cleaning, cooking, entertain) and collect inspiration stories from the folks.
- 6. Exco and event organizer for Sport day Diploma in Science; Festival Sains "Natural Resource and Human Capital UiTM Sabah, (2011)**
 - Meeting and become Exco for security, special tasks and Foods.
 - Planning the programme and set up location.
 - Responsible to design quizzes, questions and lab tour with the students from SMK that was invited to the programme.

ACHIVEMENTS

1. Medal and certified; 3rd place Bola Jaring UiTM Sarawak (2015), 2 times 1st place Relay (2015, 2016).
2. Certified Mounts climbing of Mount Kinabalu (2015), Mount Bromo, Surabaya Indonesia (2015), Mount Santubong, Sarawak (2014), Kimansu Hill Ranau (2007).
3. Awarded and certified; Graduated from Pangkat Komander Muda, Kesatria UiTM Kelantan, 2013.
4. Certified: 2 times 1st place for Marching Contingent Komander Kesatria UiTM Sabah, Sambutan Hari Pahlawan Peringkat Negeri Sabah, (2012, 2013)
5. Winner for overall Challenges and Best Contingent Komander Kesatria Jamboree Kedah (EOQ, Rempuh halangan, Kawad kaki, Kebudayaan), UiTM Semalaysia, 2010
6. Best group presenter and thesis in Biology carnival UiTM Sabah, 2010.
7. Awarded and certified; Pangkat Komander Rendah Muda, Kesatria Uitm Sabah, 2009
8. Participation Certified: Kursus Angkasa Angkatan Koperasi kebangsaan Malaysia Berhad, 2007

EXTRA CURICULLUM

2014 - 2016	BCHEM Family & sport day	Participant	Certified
2016	Sehati, Magic social Entrepreneurship	Participant	Certified
2012	Program Siswa Sihat (Prosis)	Exco	Certified
2010	Program Kembara Maulidurasul	Participant	Certified
2010	Kejohanan Sukan Antara Program Supermits	Facilitator	Certified
2007	Sabah Karate Association, Indoor Tournament	Bendahari	Certified
2006	St. John Ambulans	Exco	Certified

REFERENCES

Dr. Khong Heng Yen
016-888 9154
Senior Lecturer, (UiTM Sarawak)
Email: khonghy67@yahoo.com

Puan Lucy
082-591 100
Human Resource, (HGST Malaysia Snd. Bhd)

Encik Razali
013- 853 4474
Engineer, Supervisor (Jabatan Air Ranau)

LANGUAGES (O = Poor, 5 = Excellence)

Languages	Speaking	Writing
Bahasa Malaysia	5	5
English	4	4