

RESUME

Nur Ain Binti Kamaruddin
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OBJECTIVE

To be in a position where I can maximize my potential as a productive and further develop my skills across different areas to maximize my expertise and efficiency in the position.

PERSONAL PARTICULAR

Date of Birth : 13th October 1992
Age : 25 years old
Nationality : Malaysian
Marital Status : Single

EDUCATION

Degree

Field of Study : Management Entrepreneurship
Institute : University Kuala Lumpur (UNIKL)
Qualification : Bachelor Business Administrative
Graduation : October 2017 (expected)
Current CGPA : 3.42

Diploma

Field of Study : Business Studies
Institute : Ungku Omar Polytechnic
Qualification : Diploma
Graduation : April 2013
Current CGPA : 3.43

Secondary School

Field of Study : Science Trade Entrepreneurship
Institute : SMT Lebu Cator, Ipoh
Qualification : SPM
Graduation : 2009

Malaysian University English Test (MUET) : Band 2

WORK EXPERIENCE

Location : Telekom Malaysia TM
Post : Internship
Duration : 4 months
Year : 2016

Location : Akademi Ilham Bestari
Post : Internship
Duration : 6 months
Year : 2012

Location : Taska Anak Gemilang
Post : Babysitter and Teacher
Duration : 1 year and 6 months
Year : 2014

Location : Watson's Personal Care Stores
Post : Customer Assistant
Duration : Now
Year : 2017

EXTRA-CURRICULAR ACTIVITIES

UniKL Business School

- Participated in Human Right Campaign event
- Organize Business School Charity Dinner
- Participated in the International Entrepreneurship Academic Visit
- Participated in Zoo Negara Volunteer Program

Ungku Omar Polytechnic

- Volunteer with Commerce Department Club
- Participated in '1 Malaysia Go Green' program
- Participated in 'Green Walk' program
- Participated in 'CAKNA Keusahawanan' program
- Participated in 'Sports Carnival Commerce Department'

School

- Secretary of Kelab Pengguna & Keusahawanan
- Committeeman on Registration Day
- Participated in marching of uniformed unit
- Participated in Day to Meet Heir

SKILLS/STRENGTHS

Language	Spoken	Written		Individual
English	●●●○○	●●●○○	Teamwork	●●●●●
Malay	●●●●●	●●●●●	Communication	●●●●○
Mandarin	●○○○○	●○○○○	Independence	●●●○○
	Professional		Leadership	●●●●●
Microsoft word		●●●○○	Disciplines	●●●●●
Microsoft excel		●●●○○	Organizational	●●●●○
Microsoft power point		●●●○○	Supervisory	●●●●○
Adobe Photoshop		●●○○○	Technical	●●●●○
Window movie maker		●●○○○	Event	●●●●○

REFERENCES

- Maziah Bt. Sarnua
Akademi Ilham Bestari
No 33, Persiaran Seri Raia,
Taman Seri Raia,
31300 Simpang Pulai,
Perak Darul Ridzuan
Tel No. : 05-3571244
- Zulkifli Bin Saidun
Universiti Kuala Lumpur Business School,
No 74, Jalan Raja Muda Abdul Aziz,
Bangunan Yayasan Selangor,
Kg. Baru 50300, Kuala Lumpur
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