



# NORAMIRAH BINTI ARWIN

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D/A Arwin Bin Marasap, Jabatan Kerja Raya, Peti Surat 75,  
89057 Kudat, Sabah

## ABOUT ME

**Name:** Noramirah Binti Arwin  
**ID Number:** 921001 12 5822  
**Nationality:** Malaysia  
**CGPA:** 3.11/4.00

## SKILLS

MICROSOFT OFFICE ● ● ● ● ● ● ● ● ● ●  
COMMUNICATION ● ● ● ● ● ● ● ● ● ●  
ORGANISATION ● ● ● ● ● ● ● ● ● ○  
INTERPERSONAL ● ● ● ● ● ● ● ● ● ○  
DRIVING LICENSE ● ● ● ● ● ● ● ○ ○ ○

## LANGUAGES

MALAY ● ● ● ● ● ● ● ● ● ●  
ENGLISH ● ● ● ● ● ● ● ● ● ○  
ARABIC

## REFERENCES

- Puan Tai Nyuk Chin**  
Lecturer,  
UiTM Sabah  
012 892 1021
- Tuan Haji Pg Putra Pg Omar**  
Group Agency Director (GAD)  
Putra & Associates (Etiqu Takaful Berhad)  
019 821 1515  
[pgputra@ymail.com](mailto:pgputra@ymail.com)

## OBJECTIVES

I am Noramirah, graduated from Universiti Teknologi Mara (UiTM) pursuing in Bachelor in Business Administration (hons) Business Economics also Diploma in Banking. I would like to be part of a company where I can enhance my skills and gain work experience for the future development of myself.

## WORK EXPERIENCES

### Apr 2017-Nov 2017

Government Enhancement Programme (SL1M)  
Trainee in Administration Department  
Koperasi Pangeran Haji Omar (PHO)

### Aug 2016-Feb 2017

Assistant Supervisor  
Supervise and monitor staff  
Watson's Personal Health&Care Sdn Bhd Ampang

### Feb 2016-Jul 2016

Internship as admin  
Filling foam and registration of member  
Pertubuhan Peladang Kawasan Kudat

### Nov 2015-Feb 2016

Clerk  
Issue invoice&Filing  
Benar Jaya Enterprise Sdn. Bhd.

## EDUCATION

BACHELOR BUSINESS ADMINISTRATION (2014-2017) UNIVERSITI TEKNOLOGI MARA (UiTM)  
BUSINESS ADMINISTRATION (HONS)  
BUSINESS ECONOMICS

DIPLOMA (2011-2014) UNIVERSITI TEKNOLOGI MARA (UiTM)  
DIPLOMA IN BANKING

(20045-2009)

SEK. MEN. KEB. PINAWANTAI  
PMR,SPM