

NOR ATIQA BINTI MOHD YUNUS

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No 303, Jalan Bandar Utama 5,

Taman Bandar Utama, 08000

Sungai Petani Kedah



1. Education

Universiti Teknologi Mara (UiTM) Shah Alam

- BBA Hons. Retail Management
- Major in retail study
- CGPA : 2.8
- Graduate on 2013

Universiti Teknologi Islam (UNITI) Franchise UiTM

- Diploma in Business Study
- Major in business management
- CGPA : 2.7
- Graduate on 2010

Sekolah Menengah Kebangsaan Dato Panglima Perang Kiri

- Sijil Pelajaran Malaysia (SPM)
- Result : 1 3B, 4 4B, 1 5C, 4 7D
- 2006

2. Work Experience

Guardian store Putra Height

- Industrial Trainee
- Outlet Management
- Involve in handling customers, sales, ordering, receiving, forecasting, report, failing, return stock, stock take and day to day task. I also been train to work under pressure.
- From Feb 2012 until June 2012

Giant Hypermarket Kemuning Utama

- Assistant Department Head
- Handling department
- Meet suppliers, ensure floor full of stock and clean, handling subordinate, working as a team, do ordering in large scope to meet customer need and want and also best on monthly forecasting.
- From March 2013 until March 2014

Realcare Pharmacy Sdn Bhd

- Purchasing Manager
- Ordering and store handling
- Do seasonal and monthly forecasting before making any order to avoid over stock or lower stock. Meet and deal with suppliers or sales representative. Differentiate between suppliers in term of product quality, pricing and availability. Controlling stock level in store. Other than that I also do report, return damage stock, control receiving department and handling my subordinate.
- From September 2014 until December 2017

3. Skills

Language	Spoken	Written
Malay	Good	Good
English	Fair	Good
Arabic	Poor	Poor

*Chinese only can understand certain words. Can't speak or written

MS office and SSPS

4. Achievement

Description	Date achieved	Details
Symposium Keusahawanan Inter-universiti 2011	15 January 2011	Participate
Gateway To Excellence	23 January 2011	Facilitator
Latihan Praktikal Peruncitan	4 January 2011	Participate
Kursus Kepimpinan Pengawas	27 March 2010	Participate
Science and Mathematics club	2006	Secretary

5. Mobility and Availability

Mobility	Car and Motorcycle
Availability	Immediately

6. References

Name	Position	Contact
Nurul Izzah	Supervisor Realcare Pharmacy	017-5625570
Mohd Ridzuan	Department Head Giant Hypermarket	019-5206469