

MY RESUME



NURHIDAYAH BINTI JAHUNI

Address : JS2/61 MLNG Housing, Jalan Persiaran
Pengiran Matusin, Tg. Kidurong, 97000
Bintulu, Sarawak.

Mobile No : 019-8983667

E-mail : hidayahjahuni@gmail.com

PERSONAL DETAILS

NRIC Number : 930621-13-6260

Nationality : Malaysian

Health : Excellent

Date of Birth : 21st June 1993

Age : 24 years

Gender : Female

Race : Melanau

Marital Status : Single

EDUCATIONAL BACKGROUND

September 2013 – September 2017

Level : Bachelor's Degree in Cognitive Science

Field of Study : Cognitive Science

Name of Institution : Universiti Malaysia Sarawak (UNIMAS)

Current GPA : 3.47

Graduation Date : November 2017

PERSONAL CHARACTERISTICS

A proactive, ambitious, innovative and dynamic leader who able to work under pressure, independently or in group and also in a long period with a better time management. Good interpersonal skills with all level people, ambitious and hardworking person as in completing task successfully. Have curiosity, creative, team player, hard worker, willing to learn and a fast learner.

EXPERIENCE

ASEAN Bintulu Fertilizer Sdn. Bhd. (03 July 2017 – 08 September 2017)

Post : Non-chemical Section (Industrial Training)

Department : Operational Excellence

Field Work

- Documentation for quality and knowledge management
- Editing the montage for events
- Designing a poster for ICC at Kota Kinabalu, Sabah
- Entering the plant-area to do an audit and heard the feedback from plant-area staff
- Learn how to manage an event as event management
- Involved more as a secretariat for HSEQ L.I.K.E Week, Engagement Session with EVP and CEO Downstream Petronas, En Md Arif Mahmood, ABFSB Family Day Lan Berambeli, Engagement Session with MD/CEO ABFSB and Maintenance Department: ABT1 and ABT2, and PCG Go Green 2017.

RATU COLLECTION'S BOUTIQUE (January 2011 – April 2011)

Post : Salesgirl

Field Work

- Salesgirl position
- Entertain customer
- Checking old and new stocks

SKILL AND STRENGTH

Operating System Office and Software:

- Microsoft Office
- C++ Programming Language
- Notepad++
- SketchUp
- Justinmind Prototyper

Soft Skills:

- Able to speak and write in Bahasa and English
- Good interpersonal and communication skills
- Self-independent and able to work under pressure to meet deadlines
- Good attendance
- Desire to learn and willing to be trained
- A team player that strives towards team success
- Clean driving license (D)

ACTIVITIES AND REWARDS

- Final Year Project A- (Gred 3.67)
- Secretariat for Faculty of Cognitive Science and Human Development (FCSHD) Week
- Participated in Bunga Raya College Family Day
- Secretariat for Bunga Raya College Open Day 2014
- Participated in FIT Malaysia Run 2015
- Participated in Bunga Raya College Charity Run 2015
- Secretariat for Kejohanan Sukan UNIMAS (KESUMAS) 2015
- Volunteer to Baiturrahmah Hidayah Centre IKRAM Kuching and Rumah Seri Kenangan Sibu
- Participated in UNIMAS Health Marathon 2016
- Volunteer in Sukan Malaysia (SUKMA) Sarawak VIII
- Successful completed the industrial training at ASEAN Bintulu Fertilizer Sdn. Bhd. (July – September 2017)

REFERENCES

Assoc. Prof Dr. Shahren Ahmad Zaidi

Adruce

(FYP Supervisor / Academic Supervisor)

Fakulti Sains Kognitif dan Pembangunan

Manusia,

Universiti Malaysia Sarawak,

94300 Kota Samarahan,

Sarawak.

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Contact No.: 6082-582721 / 016-8587646

Encik Noorman Bin Ismail

(Industrial Training Supervisor)

Manager Operation Improvement OED,

ASEAN Bintulu Fertilizer Sdn. Bhd.,

18th KM, Tanjung Kidurong,

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Sarawak.

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