



## **FAYYADHAH BINTI MOHAMMAD SHUHAILI**

Bachelor of Business Administration (Hons) Business Economic  
Diploma in Accounting Information System

### **Address :**

G16 Laluan Jelapang Selatan 4,  
Taman Kledang Jaya,  
30100 Ipoh,  
Perak Darul Ridzuan.

### **Contact :**

Mobile : 019-5967807

### **Email:**

[shuhailiadah@gmail.com](mailto:shuhailiadah@gmail.com)

## **PERSONAL INFORMATION**

**NRIC** : 921220-08-5744

**Age** : 25

**Nationality** : Malaysian

**Status** : Single

**Health** : Excellent

**Language** : English and Malay  
(written and spoken)

## **CAREER OBJECTIVES**

- To learn and develop skills in a specialization areas as well as achieving company's goals, mission and vision.
- To build self-confidence and enhancing the soft skills.

## **PERSONAL SKILLS**

- Good proficiency in Malay and English languages.
- Professionally committed and can cooperate well in working group.
- Ambitious and determined to accept challenges.
- People-oriented and high self-confidence to interact with employees of various levels. Optimistic and refuse to give up when in trouble situation.

## **TECHNICAL SKILLS**

<b>Programming</b>	Stata, E-Views
<b>Microsoft Application</b>	Word, Power Point, Excel

## **WORKING EXPERIENCE**

**Feb 2016 - May 2016**

**Pejabat Setiausaha Kerajaan Negeri Perak,  
Unit Perancang Ekonomi Negeri Perak.**  
Practical Training/Industrial Attachment

## EDUCATION

<b>2014 - 2017</b>	UNIVERSITI TEKNOLOGI MARA (UiTM) CAWANGAN MERBOK, KEDAH <ul style="list-style-type: none"><li>• Bachelor of Business Administration (Hons) Business Economic</li><li>• CGPA : 3.00</li></ul>
<b>2010 - 2014</b>	UNIVERSITI TEKNOLOGI MARA (UiTM) CAWANGAN ARAU, PERLIS <ul style="list-style-type: none"><li>• Diploma in Accounting Information System (DAIS)</li><li>• CGPA : 2.74</li></ul>
<b>2005 - 2009</b>	SMK JELAPANG JAYA, IPOH, PERAK <ul style="list-style-type: none"><li>• Penilaian Menengah Rendah (PMR) : 5A 3B</li><li>• Sijil Pelajaran Malaysia (SPM) : 4A 2B 2C</li></ul>

## EXTRA CURRICULARS

<b>2014 - 2015</b>	<ul style="list-style-type: none"><li>• Participated in "Kenali Diri Melalui Ujian Psikologi" Seminar.</li><li>• Participated in "Mini Program Latihan Keusahawanan Mahasiswa (PLKM) 2015.</li><li>• Crew event for "Konvensyen Mahasiswa Ekonomi Perniagaan UiTM Se-Malaysia 2015".</li><li>• Treasurer during Issues in Economics, Finance and Management Seminar.</li></ul>
<b>2007 - 2009</b>	<ul style="list-style-type: none"><li>• Committee member of Kelab Kesihatan</li><li>• Participated the 4<sup>th</sup> Thailand Border Jamboree in Songkla, Thailand.</li><li>• Participated in "Majlis Tadarus Al-Quran &amp; Mahrajan Kesenian Islam.</li><li>• Participated in "Kuiz Sejarah dan Patriotisme Sekolah-Sekolah Menengah.</li><li>• Participated in "Kem Sejarah SPM".</li></ul>

## REFEREES

### **Puan Zatusy Shamami binti Ibrahim**

Penolong Pengarah (Penswastan dan Korporat),  
Unit Perancang Ekonomi Negeri Perak.

H/P : 012 - 572 8601  
Office : 05 - 241 8173

### **Dr. Kamarudin bin Othman**

Head of Faculty,  
Faculty of Business and Management,  
UiTM Merbok, Kedah.

Office : 04 - 4562157  
Faks : 04 - 4562234