

NOOR FATTIN BINTI MAT ISA



Current Address : No. 44, Taman Alor Janggus, 06250, Alor Setar, Kedah.
 Handphone : 017-5876922
 Email : isminurfatin@yahoo.com
 Date of birth : 09 April 1993
 Age : 24 years
 Gender : Female
 Salary/Availability : RM1,500(Negotiable)/ Available

NRIC : 930409-02-5328
 Race : Malay
 Religion : Islam

Educational Background

Year	Institution	Certificated
September 2012 – July 2016	Universiti Teknologi Mara (Puncak Alam Campus)	B. Accountancy. (Hons) (3.25 CGPA)
June 2011– June 2012	Kolej Matrikulasi Kedah	Accountancy (3.95 CGPA)
Jan 2006 – Dec 2010	Sekolah Men. Keb. Alor Janggus	SPM

ACTIVITIES AND REWARDS

UNIVERSITI TEKNOLOGI MARA

Pass Sage UBS Certificate

Second Place Intercollege Sport Tournament Won
 Second Place Marching Competition Dean's List (Sem 1)
 Faculty Of Accountancy
 Participation in Discovery Of Entrepreneurship
 Interfaculty Sport Tournament (Softball)
 Car Treasure Hunt PBBM
 Participation in Program Siswa Sihat (PROSIS) Jabatan Kesihatan Negeri Selangor

MATRICULATION PROGRAMMES

Second Place Sport Tournament (Frisbee)
 Band 3 MUET
 Member of PRS (Pembimbing Rakan Sebaya)
 Committee of College Sri Laka

SECONDARY SCHOOL

First Place Cadet Police Championship School Level
 Promotion Corporal Cadet Police
 Host at Pesta Pantun Daerah Kota Setar
 School Prefect
 Participation in Camping Cadet Police District Level
 Vice President of the Police Cadets Women
 Assistant Treasurer of the Indoor Games
 Kursus Pengurusan Kelab dan Persatuan Peringkat Kebangsaan (North Zone)

INTERNSHIP

Intern at Jamal, Amin & Partners Alor Setar Branch (Aug-Jan 2016)

Involved in vouching and prepare working paper for income and expenses of the selected item and conduct an interim audit to access the risk of client company and test of control to ease the final audit. Also involved in checking the document for new fixed asset and statement of account for current liability and non-current liability. Also involved in the preparation of audit report for several dormant company and assist senior auditor in the preparation of audit report for active company.

SKILLS

UBS Accounting Software

Microsoft Office

- Microsoft Word, Excel and Power Point

Microsoft Project

Soft Skills:

- Good interpersonal and communication skills
- Self-independent and fast learner
- Able to speak and write in English & Malay
- Desire to learn and willing to be trained
- Can work under minimum supervision
- A team player that strives towards team success.

REFERENCES

Mdm Samsuatd Zuha Bt Mohd Abbas

Senior Lecturer
 Faculty Of Accountancy, UiTM
 012-2124712
zuha8777@yahoo.com

Madam Che Aminah Binti Jaaffar

Senior Lecturer
 Faculty Of Accountancy,UiTM
 019-2454807
cheam519@salam.uitm.edu.my