

Nurul Hazzira Binti Fadzil



ABOUT ME

I am a self-motivated, ambitious person who has developed a mature and responsible approach to any task that I undertake, or situation that I am presented with. I would like to be a part of a company where I could use and enhance my skill and gain work experience for the future development of myself.





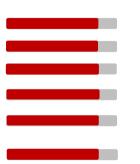
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A 05-23 Pangsapuri Taman Industri Lembah Jaya Selatan,68000 Ampang,Selangor



WEB

TEAM WORK
MS WORD
MS EXCEL
MS OUTLOOK
MS POWER
POINT



WORK EXPERINCE

SALES COORDINATOR AT WATSON'S PERSONAL

Responsible to assist the customer to buy the product and also provide the relevant information to them. Besides, I responsible to promote Watsons member card and PWP and also responsible to be a cashier

2012-2013

SALES ASSITANT AT 7-ELEVEN

To make sure the store is safe and maintaining a comfortable and clean environment for the customer. Besides, stacking of merchandise on the shelves and be a cashier

INTERNSHIP AT WATSONS MALAYSIA HEAD QUARTERS

Responsible to compile, check new application form and document received from store and key into system. Besides, I responsible to issue offer letter for staff in store and also follow up incomplete submission of new application. Other than that, need to filling document and open courier bag and distribute to related member

2017-2017

R EDUCATION

BACHELOR IN HUMAN RESOURCE MANAGEMENT

Universiti Teknologi Mara Puncak Alam, Selangor

CGPA 3.21

DIPLOMA IN BANKING STUDIES

Universiti Teknologi Mara Segamat, Johor

CGPA 3.22

2013-2015

2016-2018

SIJIL PELAJARAN MALAYSIA (SPM)

Sekolah Menengah Vokasiaonal Setapak, Kuala Lumpur 5A3B

AWARDS

Student Award (SMV Setapak)

2012

The Best Students of Science Subject SPM (SMV Setapak) 2012

Dean List Award for Semester 1(UiTM Segamat) 2013

REFERENCE

Jason Liew Kee

Senior HR Officer Watsons Personal Care Sdn bhd

P:+012-8819858

Dayang nailul muna btabg abdullah

Human Resource lecturer Universiti Teknologi Mara Puncak Alam

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