

## **SITI AVINA NAVILLA BINTI YAKUB**

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No. 32, Kampung Jaie, Sadong Jaya, 94600 Asajaya  
Samarahan, Sarawak



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### **1. BACKGROUND**

<b>Age</b>	25 years old	<b>Status</b>	Single
<b>IC. No</b>	920331-13-5498	<b>Religion</b>	Islam
<b>Date of Birth</b>	31-Mar-92	<b>Race</b>	Malay
<b>Sex</b>	Female	<b>Nationality</b>	Malaysian

### **2. EDUCATION**

UNIVERSITI MALAYSIA SABAH (UMS), SABAH

- BACHELOR`s DEGREE OF BUSINESS with HONOURS
- MAJOR IN ENTREPRENEURSHIP
- CURRENT CGPA : 2.98/4.00
- GRADUATED ON NOVEMBER 2015

SEKOLAH MENENGAH KEBANGSAAN ASAJAYA 2, SARAWAK

- SIJIL TINGGI PELAJARAN MALAYSIA (STPM)
- CGPA : 3.00/4.00
- 2010/2011

SEKOLAH MENENGAH KEBANGSAAN SADONG HILIR, SARAWAK

- SIJIL PELAJARAN MALAYSIA (SPM)
- RESULTS: 2A`s 2B`s 1C 5D`s
- 2008/2009

### **3. WORK EXPERIENCE**

JUNDA REALTY SDN BHD, SATOK, SARAWAK

- Industrial Trainee
- Housing Developer
- Business management, Human resource, clerk, general works and supplier distribution.
- July- January 2016

## KENTUCKY FRIED CHICKEN (KFC), RIVERSIDE, SARAWAK

- Cashier
- Services
- Business management, Handled full set of accounts, customer service and performed administrative duties.
- February- July 2012

## 4. SKILLS

Language	Spoken	Written
• English	Fair	Fair
• Malay	Good	Good

Microsoft Office 2003, 2007, 2010 (Word, PowerPoint, Excel, Publisher), Photo Scape, Video Editor, Picasa

## 5. ARCHIEVEMENT

Description	Date Achieved	Details
Interact Institution and Society (INTERIM), Universiti Malaysia Sabah	Sep-12	Participant
Committee of Franchising Seminar	Apr-13	Participant
Committee of “ Banggi Island Community Program”	May-13	Participant
Business Incubation Awareness Bengkel Penjanaan Idea(Siri 1)	Nov-13	Participant
Training of Trainer, Siswa @ Kampung, Papar, Sabah	Apr-14	Participant
Committee of Entrepreneurial Seminar	May-14	Participant
Program Siswa @ Kampung, Kampung Apin- Apin, Keningau, Sabah	May-14	Participant
Program Motivasikan Dirimu, SK Nanamun Kota Belud, Sabah	Oct-14	Participant
Delegasi Kembara Lawatan Sambil Belajar ke Brunei Darussalam	Apr-15	Participant
Bengkel Inovasi Makanan Tradisi	Apr-15	Participant

## 6. References

Name	Designation	Contact No.
Pn. Sorayah Binti Nasip	Academic Supervisor/ Lecturer	(O) +6088-320000
Abdul Zaaba Bin Buserah	Close Friend	013-8346029



