



**NUR IZZATI BINTI  
MOHD RADZI**

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RPM 1F20 GuarSanji,02600

Arau,Perlis,Malaysia

019-4039776

#### CAREER OBJECTIVE

To obtain a challenging and responsible position where I can contribute the best of my skills and efforts for the growth of the company, besides to get new experience and to improve myself in career enhancement and looking for new competitive working environment.

#### PROFESSIONAL SKILL

MS Word

MS Excel

#### LANGUAGE

English

75%

Malay

95%



#### STRENGTHS

90%

Independent

70%

Creative

90%

Reliable



#### PERSONAL INFO

**Age** : 23 years old  
**Date of Birth** : 15 October 1993  
**Nationality** : Malaysia  
**Gender** : Female  
**Marital Status** : Single  
**IC No** : 931015-09-5002  
**Permanent Residence**: Malaysia  
**Religion** : Islam  
**Place of Birth** : Kangar, Perlis  
**Weight** : 65kg  
**Height** : 153m



#### EMPLOYMENT

##### 1. UiTM BOOKSTORE

**Position Title** : Clerk  
**Position Level** : General worker  
**Specialization** : Administration  
**Duration** : 5 months (January 2011 – May 2011)  
**Location** : UiTM Arau, Perlis.

##### Work Scope

- Selling the books.
- Project such as gathering information by phone, letter, email or in person.
- Recording and updating databases.
- Housekeeping

##### 2. EDC UUM HOTEL

**Position Title** : Internship  
**Position Level** : General worker  
**Specialization** : Housekeeping  
**Duration** : 3 months (February 2014 – May 2014)  
**Location** : Sintok, Kedah

##### Work Scope

- Housekeeping



#### ACTIVITIES

**2016:** Kejohanan Woodball Negeri Perlis 2016  
Perlis Marathon 2016  
Pesta Buku Negeri Perlis 2015  
Pesta Angin Timur 2016  
Harumanis Adventure Trail Run 2016  
Majlis Dialog Industri Pelancongan Negeri Perlis 2016  
Bengkel Pembangunan Industri Pelancongan Negeri Perlis 2016  
Karnival Usahawan Negeri Perlis 2016



#### REFERENCE

**Name** : Dr. Nor Ashikin Mohd Nor  
**Position** : Senior Lecturer Coordinator (Undergraduate Tourism)  
**Bachelor of Tourism Management**  
**Institution:** Universiti Utara Malaysia (UUM),06010 UUM Sintok, Kedah DarulAman.  
**Email** : norashikin@uum.edu.my  
**Telephone:** 04-9288174/8155



#### EDUCATION

##### 2012 - 2016: Bachelor of Tourism Management

Universiti Utara Malaysia (UUM)  
CGPA:2.85

##### 2011–2012: Accounting

Perlis Matriculation College  
CGPA:2.78

##### 2009-2010 : Sijil Pelajaran Malaysia

Sekolah Menengah Kebangsaan Dato' Sheikh Ahmad, Perlis

RESULT :1A, 5B, 3C

##### 2006-2008 : Peperiksaan Menengah Rendah

Sekolah Menengah Kebangsaan Dato' Sheikh Ahmad, Perlis

RESULT :3A 3B 1C

##### 3. KOLEKSI NASRULLAH SDN. BHD.

**Position Title** : Clerk  
**Position Level** : General worker  
**Specialization** : Seller  
**Duration** : 3 months (June 2014 – August 2014)  
**Location** : C-Mart Arau, Perlis

##### Work Scope

- Selling the clothes and telecommunication accessories.
- Manage the open and close account.
- Housekeeping

##### 4. TOURISM MALAYSIA PERLIS

**Position Title** : Internship  
**Position Level** : General worker  
**Duration** : 4 months (February 2016 – Jun 2016)  
**Location** : Kangar, Perlis.

##### Work Scope

- Tourist Information Centre
- Administrative
- Accounting
- Promotion and event

**2015:** Protocols Ad Ethics Course Council

**2014:** Program Entrepreneurial Spirit Development  
Adventure Tourism Introduction (Committee)

**2013:** Strike The Pin Rakan Muda (Secretariat)  
Rakan Muda Earth Hour Dark Race (Committee)  
Bowling Couple Challenge (Secretariat)  
Seiring Bersama Komuniti (Secretariat)  
UUM Sport (Track and Field)

**2012:** English Carnival (Public Speaking)

**Name** : Noor SuhailaYusof

**Position** : Lecturer  
Bachelor of Tourism Management  
UUM College of Law, Government and International Studies

**Institution:** Universiti Utara Malaysia (UUM),06010 UUM Sintok, Kedah DarulAman.

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