

ABDUL HAKIM BIN ABD RAZAK

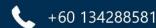
ACCA"s Affiliate

A very cooperative person and dedicated on the tasks given. Always be ready to contribute towards the organization.

PERSONAL DETAILS

- 12 December 1991
- Single
- Male
- **o** 911212-02-5371

CONTACT



hakimrazak91@gmail.com

Jitra, Kedah

) www.linkedin.com/in/hakim razak-269a0052

SKILLS

- MS Word, Excel, Power Point
- SAGE UBS Accounting
- O Team-player
- Positive Attitude
- O Flexible
- Fast-Learner



CAREER OBJECTIVE

Aspire to work in accounting or finance related field. Looking forward to any tasks that requires high analytical and thinking skills which will utilise all my knowledge and experience.



PROFESSIONAL EXPERIENCE

CURRENT AUDIT ASSOCIATE

Norhashimah & Partners, Kedah

Dealing with auditing the client's financial statement, assist in maintaining client's account, and some of the tax computation.

2014-2015 AUDIT ASSISTANT (TRAINEE)

UMG Corporate Consultants Sdn. Bhd.,

Melaka

Assist in auditing client's financial statement starting from statutory audit until the

completion on audit report.



EDUCATION

-O 2015-2017 ASSOCIATION OF CHARTERED

CERTIFIED ACCOUNTANTS (UK)

INTEC Education Centre, Selangor

2012-2015 BACHELOR OF ACCOUNTANCY (HONS)

University Technology Mara (UiTM), Melaka

•O 2012-2015 DIPLOMA IN ACCOUNTING

INFORMATION SYSTEM

University Technology Mara (UiTM), Perlis

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OTHER ACTIVITIES

• 2012-2017 RESERVE ARMY (WATANIAH)

2nd Lieutenant, Being a platoon commander

-O 2017 PARTICIPATE IN SOFT SKILLS TRAINING

Critical thinking, problems solving and

self-leadership



REFERENCES

O NATRAH BINTI MOHAMED SALJI Senior Audit Exec, UMG Corp. Consultants

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ISMAIL SALLEH Educator, SMK Jitra **** +60 194501004

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