



**JACQLYN PRISCILLIA
ANAK EDMUND**

L 269, No 44, Taman Gateway Height,
Kuching Outer Ring Road
94300 Kota Samarahan, Sarawak
010-5947917
jacqlynedm@yahoo.com

PERSONAL PARTICULARS

Age	Date of Birth	Nationality	Marital Status
25	5 November 1992	Malaysian	Single

EDUCATION

- 2012 – 2015 Universiti Malaysia Sarawak (UNIMAS)**
Bachelor of Economics with Honours (Industrial Economics)
CGPA: 3.01
Graduated: November 2015
- 2005 – 2011 SMK Batu Lintang, Kuching**

WORKING EXPERIENCE

May – August 2016 Watsons Malaysia, Kuching

Management Trainee

- Assisted Store Manager in executing and monitoring stocks and quality of the stocks
- Conducted great customer service to maintain good relation with customers

July – October 2015 Malaysian Pepper Board, Kuching

Internship Student

Placement: Trading Dept.; Crop, Extension & Entrepreneur Development Dept.; and Human Resource Management Dept.

- Assisted managers to manage administrative work
- Assisted managers and co-workers to collect data and analysis for end-of-month report
- Conducted surveys and going for outstation to meet clients

January – March 2015 Giant Hypermarket Sdn. Bhd., Kuching

Finance Trainee (Cashier Department)

- Assisted cashiers to do their daily job
- Assisted Finance Manager to collect overall revenue on time
- Assisted Cashier Department to develop their staff roster

PERSONAL SKILLS

LANGUAGE

Malay	Excellent
English	Excellent

COMPUTER

Microsoft Words	Very Good
Microsoft Excel	Excellent
Microsoft Power	
Point	Excellent
SPSS/E-views	Very Good

INTERPERSONAL

Communication	Very Good
Teamwork	Excellent
Independence	Very Good
Leadership	Very Good

ACTIVITIES/CO-CURRICULAR

UNIVERSITY LEVEL

2012 – 2013	▪ Exco for <i>Konvensyen Wanita Anggun</i>
2013 – 2014	▪ Liaison Officer for September 2013/2014 Intake
	▪ Liaison Officer for September 2014/2015 Intake
	▪ Exco for 17 th UNIMAS Convocation Festival 2013
	▪ Exco for <i>Kembara IPT Kenyalang Siri 1 & 2</i>
	▪ Joined <i>Kursus Asas Keusahawanan Sesi 2014</i>
	▪ Managing a small business for two semesters
	▪ Faculty's representative for futsal tournaments
2014 – 2015	▪ Faculty's representative for futsal and athletics

SCHOOL LEVEL

2010 – 2011	▪ Chairman of <i>Kadet Remaja Sekolah</i>
	▪ Active in Petanque
2007 – 2009	▪ Vice Chairman of <i>Kadet Remaja Sekolah</i>
	▪ Vice Chairman of Futsal
	▪ Active in Badminton

REFERENCE

Mohd Khairul Hisyam Hassan

Final Year Project Coordinator/Mentor

B. Economics and M. Economics (International Economics)

Faculty of Economics and Business, Universiti Malaysia Sarawak

94300 Kota Samarahan

012-6746175

hmkhisyam@feb.unimas.my

Prof. Dr. Abu Hassan Md Isa

Industrial Training Coordinator

Department of Accounting and Finance

Faculty of Economics and Business, Universiti Malaysia Sarawak

94300 Kota Samarahan

082-581000 ext: 4266

miahassan@feb.unimas.my