Educational Backgrounds

Cybernatics International College of Technology

Diploma in Business Management CGPA: 3.12 (2013)

Languages

Writing

Speaking

SMK Bandar Sungai Buaya Pendidikan Menengah Rendah Passed with credits (2005)

Sekolah Menengah Teknik (ERT) Setapak

■ English

Malay

15

SPMV in Hair & Make-up Passed with credits (2007)



Computer Skills

Microsoft Offices Good Words/Powerpoint/Excel Movie Maker Intermediate

RASITA SOFIA ZULKIFLI

27 years old

+6017 256 3252

touch_dieO9@yahoo.com

Driving License: Class B2/D

No. 10, Jalan Kantansari 5, Bandar Sunga Buaya, 48010 Rawang, Selangor Darul Ehsan E-15-12, PPR Bukit Jalil, Jalan Bukit Jalil, Taman Bukit Jalil Indah, 50000 Bukit Jalil, WP Kuala Lumpur

May 2010 - Devember 2010

Customer Service @ Jaya

Jusco, Taman Maluri

Working Experiences

Full-time ♦ Part-time

September 2014 - April 2015

10

Human Resource Executive/Clerk @ FRAMCO Sdn Bhd

* Supply, managing, and outsourcing of foreign workers

February 2014 - September 2014

May 2015 - Present

Freelance Wedding/Event Planner

Client Aquitision Executive @ SME Factors Sdn Bhd

- * Provide financial service to customer including site visits
- * Provide training to new employment

December 2011 - July 2012

Promoter @ Gelato Fruity,

Fahrenheit 88 Bukit Bintang

September 2009 -March 2010 Beauty Consultant @ Elianto, Sungei Wang June 2009 - August 2009

Education Consultant @ Grolier, Tesco Ampang

May 2008 -January 2009

Beautician @ Belaian Spa, Batu Caves

Business Development Executive @ ARS Synergy Sdn Bhd * In charge of sales & marketing via

December 2012 - November 2013

telephone/facebook/email, and any paper-related matter

Achievements & Awards

- Dean Award, Cybenatic International College of Technology, 2011
- Anugerah Pelajar Cemerlang SK Bandar Sungai Buaya. 2001

Activities

- Vice President of MSC Conference. Cybernatic International College of Technology, 2011
- Vice President of Entrepeneurship Club, Cybernatic International College of Technology, 2011
- Secretary of Pembimbing Rakan Sebaya (PRS), SMT (ERT) Setapak, 2007 0
- Vice President of Skim Pinjaman Buku Teks (SPBT) Association, SMT (ERT) Setapak, 2007
- Head Class, SMK Bandar Sungai Buaya, 2004 0

