



INFO



Name

Siti Humaira Binti Abdul Rahman



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REFERENCES



Puan Dayang Masmolydiza Bt
Abg Dawi
Supervisor at STIDC

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PUAN NOOR SHIMA BT
ANTONY
Lecturer

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EXPECTED SALARY

RM1800 (Negotiable)

RESUME

SITI HUMAIRA BINTI ABDUL RAHMAN

EDUCATION

2015 -
2017

Universiti Teknologi Mara (UiTM), Sarawak
Bachelor in Office Systems Management

Will be graduated on April 2018 with CGPA 2.73/4.00

2012 -
2015

Universiti Teknologi Mara (UiTM), Sarawak
Diploma in Office Management and Technology

Graduated on November 2015 with CGPA 3.08/4.00

2010 -
2011

SMK Tun Abang Haji Openg
Sijil Pelajaran Malaysia (Art Stream)

1A 2A- 1B+ 3B 2C+

WORKING EXPERIENCE

February -
June 2017

Sarawak Timber Industry Development Corporation
(STIDC)
Practical Training

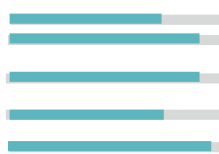
Human Resources Development & Quality Section

May -
August
2015

Singapore Chicken Rice (SCR) Restaurant
Crew Member

SKILLS

Leadership
Team Work
Communication
Interpersonal
Availability



Ms Word
Ms Excel
Dreamweaver
SPSS
Ms Project

