



**NOR IZZATI BINTI AHMAD**  
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## **EDUCATION**

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| 2012 - 2016 | International Islamic University Malaysia (IIUM)<br>Bachelor of Mathematical Sciences (Honours)<br>Area of Concentration: Financial Mathematics<br>Minor : Education<br>CGPA: 3.279 |
| 2010 - 2012 | Centre for Foundation Studies of International Islamic University Malaysia (CFSIIUM)<br>Foundation in Physical Science<br>CGPA: 3.402   |
| 2005 - 2009 | Sekolah Menengah Kebangsaan Sri Muda (SMKSM)<br>SPM: 4A 5B  |

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## **EXTRA CURRICULAR ACTIVITIES**

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1. Assistant Head of Special Task Unit of Election and Annual Grand Meeting SCIENCESS 2015 (2015)
  - Handle the election process
  - Provide the gifts for VIPs
2. Member of Public Relation Unit of Baitul Muslim Course 2015 (2015)
  - Contact the VIPs and confirm their attendance
  - Escort VIP
3. Assistant Head of Publication and Promotion Unit of 5 Alam 2014 (2014)
  - Prepare the poster and teaser of the programme
  - Promote the programme
4. Member of Catering Unit of Forum: “Akhi Ajarkan Aku Dakwah” 2014 (2014)
  - Contact the caterer-in-charge
  - Succeeded in providing foods and drinks for the participants of the programme

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## WORKING EXPERIENCE

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1. PART TIMER, RED CAMEL BOOKSTORE, PUSAT BANDAR BERTAM, PULAU PINANG (OCT 2016 - DEC 2016)
  - Assist in preparation for event at USM Convocation Day 2016
  - Cashier
2. SUBSTITUTE TEACHER, SABK MAAHAD AL IMAM AN NAWAWI, LAHAR MINYAK, PULAU PINANG (SEPT 2016 - NOV 2016)
  - Mathematics Teacher Form 2 and Form 4, Science Teacher Form 1
  - Assigned a task to handle a programme for PT3 students
  - Trusted to develop Mathematics Form 2 Final Examination Paper
3. TEACHING PRACTICUM, SEKOLAH MENENGAH AGAMA AL-IHSAN, KUANTAN, PAHANG (FEB 2016 – APR 2016)
  - Math Teacher Form 1 and Form 2
  - Facilitator for “Kem Kepimpinan Pengawas SMA Al-Ihsan 2015”
  - Trusted to handle 4K (Keceriaan, Kebersihan, Keselamatan, Kerohanian) Programme
4. INTERNSHIP PROGRAMME, PEJABAT PERKESO NEGERI PULAU PINANG (JUNE 2015 – AUG 2015)
  - Assigned to all division; Administration, Enforcement, Customer Service, Benefits, Accounts, Return-to-work (RTW)
  - Exposed to all division’s work field
  - Trusted to make a video for Director and Vice Director’s Farewell

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## PROJECT/DISSERTATION

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- I conducted a mini project titled “An Analysis on Benefits Claim at Perkeso Negeri Pulau Pinang”. This study was conducted to forecast the future trends and future benefits claim.

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## COMPUTER SKILLS

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Microsoft Office; Word, Excel, Power point



SPSS



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## LANGUAGE

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Spoken language: Malay (very good), English (fair)

Written language: Malay (very good), English (fair)

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## REFERENCES

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PN MAHYA BINTI AHMAD  
ADMINISTRATIVE ASSISTANT PRINCIPAL  
SABK MAAHAD AL IMAM AN NAWAWI  
LAHAR MINYAK, PULAU PINANG  
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ASSOC PROF. DR. JOHARRY OTHMAN  
HEAD OF DEPARTMENT,  
DEPARTMENT OF EDUCATIONAL  
PSYCHOLOGY AND COUNSELLING  
KULLIYAH OF EDUCATION  
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