



SITI NADIAH BINTI MD GUN

@930215125136 @24 Years Old @Brunei @Single
+60148581955 or nadiyahgun@gmail.com
Kg.Guruh-guruh, Peti Surat 14,
89857 Sipitan, Sabah.

#Motivated #Confident #Commitment#Independent#Hardworking
"WORK HARDER & SMARTER"

EDUCATION

BACHELOR OF ECONOMICS WITH HONOURS (2013-2016)

Human Resource Economics

Universiti Malaysia Sabah

2nd Class Upper (3.33)

- Human Resource Economics
- Industrial Relationship
- Management Principles and Practice
- Managerial Accounting
- Fundamentals of Financial Management
- Entrepreneurial Marketing

STPM (2011-2012)

SMK Pengiran Omar Sipitang, Sabah

1A 1A- 2B (3.09)

- Economics
- Business Studies
- Bahasa Malaysia

SPM (2009-2010)

SM Vokasional

Beaufort, Sabah

2A-, 2B+, 3B-, 1D

- Business Accounting
- Computer Applications in Business

EXPERIENCE & INTERNSHIP

INTERNSHIP: July 2016 - Sept 2016

Bahagian Pembangunan Pendidikan, Yayasan Sabah

Unit Tajaan Pinjaman

- Evaluates loan applications, documentation and failing
- Completes loan contracts
- Handling customer call

CASHIER : Every Semester Break

Yuhana Catering Services, Sipitang, Sabah

- Take customer orders at the counter
- Receive payments and present change to customers
- Manage cash operations

EXPECTED SALARY RM1500

SOONEST AVAILABILITY: As soon As Possible

REFERENCES

❖ Mr Patrick J. Angkee

(Supervisor) Pegawai Biasiswa/ Pinjaman Kanan
Unit Tajaan Bahagian Pembangunan Pendidikan
Tel: 088-326402
Yayasan Sabah, Kota Kinabalu, Sabah

❖ Miss Rostika Petrus Boroh

Lecturer/ Head of Program
Universiti Malaysia Sabah
Tel: 088-320000 ext. 1544
Fakulti Ekonomi Perniagaan & Perakaunan,
UMS, Kota Kinabalu, Sabah.

ACTIVITIES & AWARDS

UMS (2013-2016)

- Committee member (Facilitator) Program Selangkah Ke Menara Gading Zon Nabawan 2014
- Committee member (Timbalan Logistic) Pertandingan Catur Barat 2014 Asas Pembudayaan Keusahawanan. Universiti Malaysia Sabah.
- Committee member (Facilitator) in 'Family Day and AGM Human Resources 2015/2016' Universiti Malaysia Sabah.
- Committee Member (Registration) in 'Muktamar kepimpinan Belia Islam Malaysia' Universiti Malaysia Sabah.
- Committee member (Ketua Rumah) Blok Ibnu Sina Kolej Kediaman E 2014/2015, Universiti Malaysia Sabah.
- (Participant) Explorace Pengguna Bijak 2014, Universiti Malaysia Sabah
- (Participant) Program Bengkel Latihan Ilmiah 2015, Universiti Malaysia Sabah
- (Participant) Program Kasuga FPEP 2015 Universiti Malaysia Sabah.
- (Participant) Club Silat Kalimah Sesi 2013/2014 Universiti Malaysia Sabah.
- (Participant) 'Fiesta 1 Unity 1 Malaysia' Universiti Malaysia Sabah.

COMPUTER SKILL

Ms Words	* * * * *
Ms Excel	* * *
Ms Power Point	* *
Windows	* *
Typing Speed	* * *

LANGUAGE

	Spoken	Writing
MALAY	* * * * *	* * * * *
ENGLISH	* * *	* * *

