



ATIKAH NABILA BINTI AB WAHAB

BACHELOR OF BUSINESS (HONS) ENGINEERING
ENTREPRENEURSHIP

BASIC INFORMATION

Age : 24 Years Old (2017)
Status : Single
Health Status: Good
Posses Own Transport : Yes
Availability : Immediately
Salary : Negotiable

CONTACT



012-4101185



atikahnabila93@gmail.com

SKILLS & COMPETENCIES

Languages :

- Malay
- English

Expertise :

- Microsoft Word
- Microsoft Excel
- Microsoft Power Point
- SPSS
- Adobe Photoshop
- Windows Movie Maker

PERSONAL TRAITS

- Good communication and presentation skills.
- Able to work for long hours and able to work under pressure.
- Easily adapt to any kind of environment.
- Fast learner, less supervision.
- Independence and teamwork.

TRAINING / WORKING EXPERIENCE

CALL CENTRE AGENT

Superceed (M) Sdn. Bhd (June-Sept 2016)

- Obtains client information by answering telephone calls; interviewing clients; verifying information.
- Dealing with customer orders, enquiries and complaints.

PEMBANTU PENGURUSAN MURID

Prasekolah SJK (C) Hwa Aik (April - Sept 2014)

- Helps teacher managing student affairs.

EDUCATION

UNIVERSITI MALAYSIA PERLIS

2014-2017

CGPA : 3.22

Bachelor of Business (Hons) Engineering Entrepreneurship

UNIVERSITI INDUSTRI SELANGOR

2011-2013

CGPA : 3.34

Diploma in Business Management

SMK AGAMA (P) KANGAR, PERLIS

2010

Grade : 3A 3B 2C 3D

Sijil Pelajaran Malaysia

ACHIEVEMENTS AND ACTIVITES

- Dean list award in Semester 7, session 4/13/34, Universiti Industri Selangor.
- Dean list award in Semester 5, session 2016/2017, Universiti Malaysia Perlis.
- Bestari awards in Semester 2, 2014/2015 and Semester 3 and 4, 2015/2016.
- A section leader in The Malaysian Red Crescent (MRC) club (2014/2015).
- Involved in a Community Program organized by UNIMAP.

REFERENCES

Sri Sarah Maznah Binti Mohd Salleh

Academic Advisor

017-4336436

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Pauline Tang

Industrial Supervisor of Superceed (M) Sdn. Bhd

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