

RESUME



FAZILA BINTI BUJANG

900920-13-7004

No. 101, Kampung Semariang Batu,

Petra Jaya, 93050,

Kuching, Sarawak.

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VISION

Become engage with institution in which giving a full commitment to workloads to ensure achieving institution's main goals, expanding my knowledge and skill into this field of job.

PERSONAL PARTICULARS

Date of Birth : 20th September 1990

Place of Birth : Kuching

Marital Status : Single

Nationality : Malaysian

HIGHEST ACADEMIC QUALIFICATION

June 2013

UNITAR International University

Bachelor in Business Administration (Hons)

CGPA Score: 2.67

June 2011 – June 2012

UNITAR International University

Foundation Program in Management

CGPA Score: 3.03

2003 – 2007

SMK Semerah Padi

PMR & SPM

EXTRA-CURRICULAR ACTIVITIES

2007 : Committee of Badminton Club

2007 : Member of Puteri Islam Society

2007 : Member of English Society

SKILLS

- Proficient in Microsoft Word, Power Point and Excel.
- Fluently speak and write in Malay and English.
- Fast-learner.
- Able to work under pressure.
- Work very well in team and individual task.
- Rapid adaption to the surrounding.
- Class D driving license.

EXPECTED SALARY

RM 1500 – RM 2300

REFERENCES**UNITAR International University**

Sidma College Sarawak,

Wisma Mornie, No. 1,

Jalan Haji Taha, 93400,

Kuching, Sarawak.

Telephone : 082-413811

Fax : 082-258130

Kuching North City Hall

Bukit Siol, Jalan Semariang,

Petra Jaya, 93050,

Kuching, Sarawak.

Telephone : 082-446688

Fax : 082-446414