

Name FAZLINA BINTI MUHAMAD SALIHAN
I.C Number 930705-08-5982
Date of Birth 05 July 1993
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Selangor.
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Career Objective To give the best contribution in growing organization, to become successful information professional to the organization and enhance information skills that gain useful to organization.

Educational Background **Universiti Teknologi Mara (UiTM), Puncak Perdana, Shah Alam**
Bachelor of Information Science (Hons.) Library Management (2013-2017)
CGPA: 3.56
Sekolah Menengah Kebangsaan Puchong
1. Malaysian Higher School Certificate (2012)
CGPA: 3.17
2. Malaysian Certificate of Education (2010)
5A, 2C, 3D

Working Experience **Industrial Training**
Museum, Art Gallery and Knowledge Management Centre,
Bank Negara Malaysia
Clerical Officer
Archives, Bank Negara Malaysia
Sales Assistant
7 Eleven, Puchong Permai Outlets,
Puchong, Selangor
Operator
Canon Opto Malaysia,
Shah Alam, Selangor

Languages Malay and English

Extracurricular Activities **Multimedia Exco (2014-2016)**
Gen-LIS (Generation Library Information Society)
Faculty of Information Management,
UiTM Puncak Perdana, Shah Alam
Committee
1. Gua Tempurung Challenge Program
2. Zoo Negara Volunteer Program
3. KARISMA JASA UiTM Leadership Camping

4. KARISMA JASA UiTM Adventure Program
5. Collaboration Program of GPMS UiTM Cawangan Puncak Alam with Kg. Tok Adam, Tanjung Karang, Selangor.

Volunteer

1. Sambutan Hari Buku dan Hak Cipta Sedunia 2014
Perbadanan Perpustakaan Awam Terengganu
Terengganu
2. Hari Kanak-Kanak Peringkat Putrajaya
Kementerian Pelancongan dan Kebudayaan Malaysia Putrajaya

Computer Skills

1. Microsoft Office: Word, PowerPoint, Excel, Access
2. Adobe Photoshop
3. Macromedia 2014
4. ILMU Library System

Award/Achievements

1. Dean Award (September 2013), (September 2014), (September 2015), (March 2016), (September 2016)
2. Anugerah Kecemerlangan Pelajar Terbaik STPM (2012)
3. Anugerah Kecemerlangan Pelajar Terbaik SPM (2010)
4. Anugerah Tokoh Pelajar Kategori Unit Beruniform (2010)

Personal Characteristic

I am energetic, confident and have an ability to organize information and responsible with teamwork qualities. I am also enabling to attend any course or training to encourage my productivity in work place.

Expected Salary

RM 2,400 (Negotiable)

Referees**Kasmarini bt Baharuddin**

Lecturer and Advisor
Faculty of Information Management
UiTM Campus Puncak Perdana
kas@salam.uitm.edu.my
603-7962 2074/013-588 1690

Masyitah Md. Isa

Manager and Supervisor industrial training
Museum, Art Gallery & Knowledge Management
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