

NUR IZZATI BINTI ZAKARIYA

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**OBJECTIVES**

To strive for excellence, to work in such environment that will enhance my knowledge and career where I can serve your organization and help to surpass its goal.

EDUCATION BACKGROUND**Universiti Teknologi Mara (UiTM) (2012 – 2015)**

Studied Program : Bachelor of Science (Hons) (Hotel Management and Tourism)
UiTM Campus : UiTM Campus Bukit Mertajam, Pulau Pinang
Major : Hotel Management and Tourism
Latest CGPA : 3.25
Expected Graduation Date : April 2016

Matrikulasi (2011 – 2012)

Studied Program : Accounting
Matriculation Campus : Kolej Matrikulasi Arau, Perlis
Latest CGPA : 3.11
Graduation Date : April 2012

Sekolah Kebangsaan Kompleks Gong Badak, Kuala Terengganu (2006 – 2010)

Major : Accounting
Qualification : SPM
Result : Pass (1A+, 3A-, 1A, 1B, 2C)
Graduation Date : December 2010

CAMPUS AND COMMUNITY INVOLVEMENT

- Participated in *Program NBOS Promosi Pelancongan Homestay* at Pulau Aman, Pinang organized by Kementerian Pelancongan Pulau Pinang. (4 – 5 October 2013)
- Participated in *Seminar Usahawan Berinovasi* organised by *Usahawan Bumiputera Pulau Pinang (PENBEX)* at Tasek Gelugor, Pulau Pinang. (6th June 2014)
- Conduct and involved various programmes such as Academic Programmes (*Career Talk and Event* - 24th November 2014) and (*Charity Programme* – 3rd May 2014)

WORKING EXPERIENCE

Name of company	Year	Position
Emporium Hock Kee Seng Gong Badak, Kuala Terengganu	2012	Cashier
Permai Inn Hotel, Kuala Terengganu	2014	Trainee at Food and Beverage Department, Housekeeping Department and Front Office Department
Grand Puteri Hotel, Kuala Terengganu	2014	Trainee at Food and Beverage Department
Matahari Oriental Cuisine Restaurant, Kuala Terengganu	2016	Waitress

SUMMARY OF SKILLS

Computer proficiency:

Microsoft office : Word, Excel, Power point

Language skills:

Language

Malay
English
Japanese

Spoken

Excellent
Good
Basic

Written

Excellent
Good
Basic

Abilities:

- Good in time management
- Fast learner if the guidelines or instruction has been given
- Excellent problem solving and organization skills
- Able to communicate with effective presentation skills
- Self-motivated and flexible to work
- Able to meet deadlines along with working under pressure
- Willing to travel on frequent basis

REFERENCES

Academic Advisor : Madam Noraini Binti Rahim
012 - 4738904
Faculty of Hotel Management and Tourism
UiTM Pulau Pinang