



NOR AMIRA BINTI SHUIB

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CAREER OBJECTIVE

Seeking for a job opportunity that can give me different kind of new engineering experience and exposure. Looking for a working environment for me to develop my personal skill.

EDUCATIONS

Bachelor of Engineering (Hons) Civil, 2013-2016, Universiti Teknologi Mara Shah Alam, Selangor.

CGPA : 3.14

- Course related : Integrated Design Project, Foundation Engineering, Reinforced Concrete Design, Engineering Hydrology and Construction Project Management.

Diploma in Civil Engineering, 2010-2013, Universiti Teknologi Mara Cawangan Pulau Pinang.

CGPA : 3.52

- Course related : Civil Engineering Design, Civil Engineering Quantities, Surveying, Structural Analysis, Civil Engineering Construction Project.

Malaysia Certificate of Education (SPM), 2009, Sekolah Menengah Kebangsaan Pengkalan Aur, Perak.

- Science Engineering, focused in subject related to commerce - Achieved 2A's 2B's 4C's 1D 1E

SKILL AND ABILITY

Soft Skill

- Able to mix with various types of people at all level and easy to suit with a new environment of working.
- Committed and self-motivated to get a job done and also can work well under pressure.

Computer Skill

- Excellent in AutoCAD, Esteem and Microsoft Office.
- Moderate in using Microsoft Project, MASMA, SIDRA, Sketch Up and ArcGIS.

Communications Skill

- Excellent in Malay Language
- Intermediate in English Language
- Basic knowledge of German Language

WORKING EXPERIENCES

Sept 2016 - Now, Sunset Villa Sdn. Bhd.

Work as Site Supervisor at Sunset Villa Sdn. Bhd. for Residency PR1MA Homes Bagan Serai project.

Work description – Reading drawing (Structure drawing, Architecture drawing, plumbing & M&E drawing).

- Check worker's job during construction process.
- Writing daily progress report.
- Do inspection of architecture work.
- Hold meeting with site workers and subcontractors.
- Convey information about percentage progress of the project and performance of work to manager.
- Check the defect and condition of each house (plaster, frame, aluminium, door, ceiling, sanitary, railing, and mosaic).
- Do checking of the Quality Assurance and Quality Control (QA/QC) for each block.

Industrial training, July 2015 - Sept 2015, PMK Taiping Sdn. Bhd, Taiping, Perak.

Experience in the internal plumbing, earthwork, road and drainage, sewerage design, coloring and folding plans and making reinforced concrete design.

PROJECT**Highway Design (2012)**

- Project for subject Highway, involving design for highway pattern.

7-storey Hotel Design (2016)

- Project for subject Integrated Design Project (IDP), involving design and analysis using ESTEEM Software and compare with manual calculation.
- Analysis the infrastructure design involves design of sewerage, earthwork, water supply and drainage.

Final Year Project (2016)

- Title : Evaluation of Surface Roughness at Vertical Curve of Pavement in UiTM Shah Alam
- Investigate any possible relationship between skid resistance value, mean texture depth value and flowrate value of pavement in UiTM Shah Alam

ACTIVITIES AND INVOLVEMENTS

- 2016**
- Participated in IBS Professional Development Programme organize by CIDB
 - Participated in training AutoCad Programme at Kolej Komuniti Kuala Langat
 - Involving in Entrepreneurship Day
- 2013**
- Involving in land surveying at Pulau Langkawi, Kedah
 - Involving in land levelling at Mengkuang Damd, Kulim
- 2012**
- Involving in University Festival Programme
 - Secretary of Student Representative Council UiTM Pulau Pinang
 - Involving in site visit (Geology) at Gua Tempurung, Kampar, Perak
 - Head Block of Kristal College UiTM Pulau Pinang

AWARDS AND ACHIEVEMENTS

- Awarded of Full Attendance during School Session in 2005 and 2006.
- Represented as facilitator in Programme University Islamic Festival (UniFES) 2011, UiTM Pulau Pinang
- Awarded of Dean List in Civil Engineering Semester 4, 2012
- Awarded of Dean List in Civil Engineering Semester 5, 2013
- Awarded of Dean List in Civil Engineering Semester 6, 2013
- Awarded of AutoCAD Programme 2016
- Participated in Entrepreneurship Day (Pathway to Entrepreneur Engineer 04) and Jom Raya Carnival 2016

REFERENCES**Mr. Ewe Hong Teik**

Construction Manager

Sunset Villa Sdn. Bhd.

Lot 20748, Jalan Logam 1 Kawasan

Perindustrian Kamunting Raya,

34600 Kamunting,

Perak

(h/phone) 012-5221199

Ms. Wardati Binti Hashim

Supervisor of Final Year Project

Faculty of Civil Engineering

University Teknologi Mara (UiTM)

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