



MY PROFILE

KHO AI LI

LOT 628, PEKAN SEPUPUK, 98200 NIAH, MIRI SARAWAK.

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EDUCATION

BACHELOR BUSINESS ADMINISTRATION

ALPHA COLLEGE OF TECHNOLOGY

(2014-2017)

CGPA:

Semester 1: 2.73

Semester 2: 3.28

Semester 3: 3.17

Semester 4: 3.27

Semester 5: 3.73

Semester 6: 3.44

STPM (2012-2013)

SEKOLAH MENENGAH KEBANGSAAN SUAI

PNGK: 2.00

SKILLS

-COMPUTER SKILLS: Microsoft Words,

Excel, Power Point, Adobe Dreamweaver, MySQL

-Able to interact with people at all level

-Easy to cooperate with other people

-Time management skills and dependable

- Fluent in Malay and English

CAREER OBJECTIVE

- To work together and contribute effectively in achieving the company's goals and objectives.
- To apply my knowledge and skills with an established organization that offers better challenges and opportunities to grow.

SOCIETIES AND ACTIVITIES

2014 (ALPHA COLLEGE TECHNOLOGY)

-Intensive English Program

-Public Speaking

2015 (ALPHA COLLEGE TECHNOLOGY)

-Web Design and Graphic Course

-Make-Up Course

-Server-Course

2016 (ALPHA COLLEGE TECHNOLOGY)

-Kursus Ejen Kastam

-Misi Sukarelawan Anak-anak Istimewa

-Misi Sukarelawan Pantai Klebang

EXPERIENCE (2017/07-2017/11)

Sarawak Oil Palms Berhad - Trainee

Description: I have learn how to communicate with the supplier and request the price of item from supplier to company within create request for the quotation form.

I also responsible make the quotation summary to make the comparison of price for item between supplier to manager for approval. Arrange and filing the document for the company also one part of my job.