



NO 9, LORONG RAJA UDANG 2A, TAMAN KINGFISHER 2,  
88450 KOTA KINABALU, SABAH  
019-843-8353/013-898-5578  
harmansalman@gmail.com

## MOHD HARMAN SAFFUAN BIN SALMAN

### PROFILE

- To enhance the range of work capabilities by exploring another work position such as finance, sales and marketing, administration and others, as well as to widen the range of connection and knowledge.
- Strength focus around accounting and auditing field with a creative, enthusiastic and always willing to learn capabilities.

### PERSONAL DETAILS

IC No: 941218-12-5733

Age: 24

Status: Single

### COMPUTER SKILLS

- Using Microsoft Offices
- Using Million Accounting Software
- Using UBS Accounting System

### OTHER SKILLS AND ABILITIES

#### MANAGERIAL SKILLS



#### ADMINISTRATION SKILLS



#### PLANNING SKILLS



### EXPERIENCE

[AUDIT ASSISTANT, PS YAP, ISMA & ASSOCIATES]

#### [From 1 February 2017 – 17 June 2017]

*No 89, Jalan 1/91, Taman Shamelin Perkasa, Cheras 56100 Kuala Lumpur*

Undergoes internship with utilizing and build upon knowledges and skills in the audit firm's head office that are essential within accounting, auditing, company secretary and taxation field. Besides that, meeting clients to consult them regarding their accounts

#### [From 18 June 2017 – 31 July 2017]

*No 4, Lot 1, First Floor, Block A, Lorong Plaza Permai 1, Alamesra Plaza, 88400 Kota Kinabalu*

Continue and completes the internship program at the audit firm's branch in Kota Kinabalu, doing audit or account for the firm's clients

EDUCATION	UNIVERSITY TEKNOLOGI MARA, SAMARAHAN
	BACHELOR IN ACCOUNTANCY (HONS) CGPA: 3.14 Status: Completed in February 2018
	UNIVERSITY TEKNOLOGI MARA, KOTA KINABALU
	DIPLOMA IN ACCOUNTANCY CGPA: 3.36 Status: Graduated in November 2015
	SM ST PATRICK, TAWAU
	SIJIL PELAJARAN MALAYSIA (SPM) GRADE: 7A, 1B, 2D Completion year: 2011
	MALAYSIAN UNIVERSITY ENGLISH TEST GRADE: BAND 4

LANGUAGE PROFICIENCY	LANGUAGE		SPOKEN	WRITTEN
	<b>Bahasa Malaysia</b>		Excellent	Excellent
	<b>English</b>		Moderate	Good
	<b>Mandarin</b>		Moderate	Moderate

SUMMARY OF COURSES TAKEN IN UNIVERSITY	ADVANCED FINANCIAL AND REPORTING
	ISLAMIC FINANCE
	CORPORATE FINANCE
	QUANTITATIVE BUSINESS ANALYSIS
	CORPORATE LAW
	INTRODUCTION TO ORGANISATIONAL BEHAVIOUR
	ADVANCED TAXATION
	COMPANY SECRETARIAL PRACTISE
	STRATEGIC MANAGEMENT
	SEMINAR IN MANAGEMENT ACCOUNTING

EXTRA CURRICULAR ACTIVITIES	STUDENT BODY	POSITION	YEAR
	The Accountancy Club (TAC) UiTM Sabah	Vice President	2014-2015
	Bach. Accountancy Club (BACC) UiTM Sarawak	Committee Member	2017
	Jawatankuasa Kesenian Pelajar UiTM Sabah	Programme Exco	2012-2014
	Pasukan Kadet Polis Di-Raja Malaysia	Kopral	2008-2011
	EXTRA CURRICULAR PROJECTS	POSITION	YEAR
	Sambutan Malam Syawal TAC	Vice Project Leader	2013
	Karnival Sukan TAC	Project Leader	2014

Minggu Destini Siswa UiTM Sabah Hospitality Exco 2014-2015

OTHER PARTICIPATIONS	YEAR
Business Plan Competition "Cyberpreneurship" UiTM Sabah	2015
Karnival Sukan Mahasiswa UiTM Se-Malaysia (Badminton)	2014
Pertandingan Kawad Kaki Daerah Tawau Kor-Kadet Polis	2009
Volunteer Malaysia by IM4U	2014
Competition Based Learning Activity for Teaching and Learning	2017
Larian Hari Sukan Negara 2016	2016

EXPECTED SALARY **RM 2,300 – RM 2,500**

#### REFEREES

MS DAYANG MILIANNA BINTI ABANG NAIM

[Lecturer, UiTM Kota Samarahan Campus]

[016-446-4776, dayangmillianna@sarawak.uitm.edu.my]

MS DAYANGKU HABIBAH BT HJ AWANG KEE

[Lecturer, UiTM Kota Kinabalu Campus]

[088-513663, dkhabibk@uitm.edu.my]

MS SITI MARIAH BINTI MOHD SAID PUTRA

[Audit coordinator, PS Yap, Isma & Associates Kuala Lumpur Branch]

[012-617-0644, mariah.msputra@psyapisma.com]

MR FAIGDAL BIN KAGAWAHAN

[Supervisor, PS Yap, Isma & Associates Kota Kinabalu Branch]

[012-832-2034, faigdal@psyapisma.com]

#### MOBILITY

Can be located anywhere, but preferably in Sabah

#### AVAILABILITY

Available started on 15<sup>th</sup> February 2018 onwards