

NUR DIYANA BINTI MUSTAFA

No.41, Taman RPA KARAI, 33600 ENGGOR PERAK.

Mobile No.: 013 - 4793102

Email: nurdyana288@ymail.com

CAREER OBJECTIVE

Seeking a position in technical field with a company that will allow me to fully utilize my knowledge, organizational, and problem solving skills for the successful and profitable operation of the company.

EDUCATIONAL BACKGROUND

Politeknik Kuching Sarawak

Diploma Process Engineering (Petrochemical)

CGPA : 3.83/4.00

Maktab Rendah Sains Mara Transkrian, Pulau Pinang

Science Stream

SPM : 8A1B+

LEADERSHIP

- Politeknik Kuching Sarawak Committee member with community Daerah Lundu, Politeknik Kuching Sarawak.
- Treasurer and facilitator of Math Camp, Politeknik Kuching Sarawak.
- Secretary and facilitator of "Think Through Math", Politeknik Kuching Sarawak.
- Exco Jawatankuasa Pelajar Kolej Kediaman (JPKK) Desa Serapi 2014-2015, Politeknik Kuching Sarawak.
- Leader Block B (Girls' hostel) Kolej Kediaman Desa Serapi 2014, Politeknik Kuching Sarawak.

QUALIFICATIONS:

- Proficient in Microsoft Office (Word, PowerPoint and Excel)
- Excellent written and verbal communication skills.
- Learns basic of AutoCAD, Piping and Instrumentation Diagram (P&ID) and Boiler Simulation

Language	Spoken	Written
• English	Fair	Good
• Malay	Good	Good

WORK EXPERIENCE

Progress Engineering Work (PEW) Industry Kuala Kangsar, Perak

- Industrial Training
- June – November 2016
- Operate CNC Lathe Machine for the turning operation

Assar Refinery Sdn Bhd Kuching, Sarawak

- Participant of an attachment programme
- November 2015
- Doing test on kernel seed to know the quality of palm oil contain in the seed.

Pasarayaku Trading Sdn Bhd (Kamunting New), Taiping

- Promoter/Cashier
- November- December 2016

AWARDS RECEIVED

Description	Date Achieved	Details
• Award Dean List Semester 1	December 2013	Dean List
• Award Dean List Semester 2	June 2014	Dean List
• Award Dean List Semester 3	December 2014	Dean List
• Award Dean List Semester 4	June 2015	Dean List
• Award Dean List Semester 5	December 2015	Dean List
• Attachment program at Assar Refinery Sdn Bhd	June 2015	Participant
• Mini Pilot Plant Design, Petro Champ Politeknik Kuching Sarawak	September 2015	First runner-up
• Borneo English Festival (Go Green Competition) Politeknik Kuching Sarawak	August 2015	First runner-up
• Kursus Pengurusan Organisasi (KPO) Politeknik Kuching Sarawak	December 2015	Participant

REFERENCES

Pn Norli Bt Umar

Academic Advisor Department of
Process Engineering (Petrochemical)
Politeknik Kuching Sarawak

Tel: 082- 845596/7/8