



AMIRUL SHAFIFI BIN KHOLIDI

NO 72, PERSIARAN TAWAS BARU 1,
TAMAN TASEK MEWAH,
30010 IPOH, PERAK.

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Expected Salary: Rm 1500 -2000

OBJECTIVE

Apply and contribute in a well-establish company in order to gain experience and enhance self-development and motivation to fulfill the company's objective in their administration development.

PERSONAL PARTICULAR

Age	: 23 years old	Nationality	: MALAYSIA
Date of birth	: 2 January 1994	Marital Status	: SINGLE
Gender	: Male	Race	: MALAY

EDUCATION

Year	Institute	Course	Achievement
2012-2016	Universiti Utara Malaysia	Bachelor of Science Economics (Hons) Degree	3.20
2010-2011	Kolej Matrikulasi Perak	MATRICULATION	3.75
2005-2009	SMK Tasek Damai	SPM	7A 2C

CO- CURRICULUM ACTIVITIES

- Peserta Pertandingan Kuiz Interaktif PNB- 1MALAYSIA Peringkat Negeri 2011.
- Pembantu Teknikal Jawatankuasa Pertandingan dan Statistik Kejohanan Skuasy MSSM 2010.
- Ahli Lembaga Pengarah Koperasi SMK tasek Damai Ipoh Berhad (2009-2011).
- Pengawas Sekolah SMK Tasek Damai (2008).
- Ajk Pelaksana Taha@U-2013-10 Program Jamboree Taha@U Wilayah Negeri Kedah
- Pengarah Program Titian Kasih 2.0 (Baksis)
- Ajk Keselamatan Program Khidmat Masyarakat Siri 1 'Masyarakat Mahabbah
- Biro Keselamatan Kelab Tabung Haji UUM
- Timbalan Pengarah Pelajar Cemerlang Mahasiswa Terbilang
- Pengarah Program Malam Penghayatan Islam
- BENDAHARI PROGRAM SUKARELA Taha@U FASA 2 MUSIM HAJI 1435H/201M

WORKING EXPERIENCE

99 Speed Mart Sdn Bhd July – August Job responsibilities	Management trainee (assistance branch manager) retail Rm 2000 <ul style="list-style-type: none"> • Support day to day admin activity (management branch) • Update Filling System • Opening and closing branch • Backup store keeper and cashier. • Manage incoming stock and return stock.
Unic Leisure Transtour 13 FEBRUARY 2017 – 12 JUNE 2017 TRANSPORTATION	JOB RESPONSIBILITIES <ul style="list-style-type: none"> • Update sales data • Achieve targetting sales • Customer services • Manage program
Imperial Garments Sdn. Bhd. 26 December 2017 – now	Computer Machine General worker <ul style="list-style-type: none"> • Helping staff • Filling data manually

SKILL

- Good interpersonal skill
- Able to work as an individual or as teamwork.
- Can work under pressure and do multitask.
- Could appreciate criticism and tend to improve self-based on criticism
- Eager and willing to expand present knowledge and abilities
- Proficient in English and Bahasa Malaysia.
- Able to used Microsoft Word, Microsoft Excel and Microsoft PowerPoint.

REFERENCES

Muhammad Ridhuan Bos Bin Abdullah Senior Lecturer SCHOOL OF ECONOMICS,FINANCE AND BANKING, 06010 UUM Sintok, Kedah Darul Aman Email: ridhuan@uum.edu.my	Anas Akmal Bin Arshad Finance Executive (supervisor practicum) Unic Leisure Transtour Sdn Bhd 06010 UUM Sintok, Kedah Darul Aman Email: anas@unicgroup.com.my
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