



NUR AISYAH BINTI ROSLI

PERSONAL DETAILS

Age: 20
Date of birth: 10 February
2004
Race: Malay
Religion: Islam
Status: Single

CONTACT

Address : Parit 8 Ban 2,
Sungai Leman, 45400
Sekinchan, Selangor.

Phone number:
017-6623321

Email:
aisy4work@gmail.com

PROFESSIONAL SKILLS

- Microsoft Office (Word, Excel, Power Point, Access)

LANGUAGE PROFICIENCY

English	Excellent
Malay	Excellent

ABOUT ME

I'm an UiTM Rembau student studying information management. I'm actively looking for opportunities to work as an administrative assistant or in human resources. Known for my ability to perform well under pressure, as well as my enjoyable nature and strong time management abilities. I have confidence in my capability to do well in a dynamic work environment.

PERSONAL STRENGTH

- Good Communication skills
- Organized and meticulous
- Good time management
- Good teamwork skills

ACADEMIC QUALIFICATION

UNIVERSITI TEKNOLOGI MARA KAMPUS REMBAU, NEGERI SEMBILAN (2022-CURRENT)

Diploma Information Management
Semester 3 CGPA: 3.46

SEKOLAH AGAMA MENENGAH PASIR PANJANG, SEKINCHAN SELANGOR

Sijil Pelajaran Malaysia: 3A

AWARDS

DEAN LIST AWARD (2023)

Universiti Teknologi Mara Kampus Rembau, Negeri Sembilan.
Semester 1

DEAN LIST AWARD (2024)

Universiti Teknologi Mara Kampus Rembau, Negeri Sembilan.
Semester 3

REFERENCES

AMIRAH BINTI HAJI ABU HASSAN

Pensyarah Kanan, UiTM Rembau, Negeri Sembilan

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