



Nurhafizatul Ni'mah Haji Ahmad Sanuddin

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linkedin.com/in/hafizaahmads in

Computer Science graduate pursuing an entry-level position, related to my field of specialization particularly in Information Technology (IT), to seize any opportunity for meaningful personal development in order to professionally progress in the career and in a productive working environment of an organization, and simultaneously contributing and serving to the workplace.

WORK EXPERIENCE

Data Centre (DC) Infrastructure Intern Baiduri Bank

08/2016 – 10/2016

Kiarong, Bandar Seri Begawan

Tasks:

- Practical experience as a DC Server and Network Administrator.
- IT hands-on task: proper installation and disassembly of Baiduri network server device from and into the server rack, routing and switching equipment.
- Updating the list of the shared folder and security access permission detail by accessing the server; sending an enquiry email to every member of the folder to confirm the primary and secondary owner.
- Learnt Baiduri Internal Network system operation, Data Centre Manual and the role of Data Centre Infrastructure and Group Technology Department; made a short descriptive report on Baiduri Network based on Telbru Metro Ethernet solution diagram.
- Attended IT-related training and meeting with Baiduri vendors.

Contact: Royne Kong (Supervisor) –
Tel : 2268300 ext. 8338 Email : Royne@baiduri.com.bn

Resource & Social Marketing Intern Health Promotion Centre

01/2016 – 04/2016

Berakas, Bandar Seri Begawan

Tasks:

- Took part in promoting health information to the public by participating in health events; roadshows, exhibition, forums, symposium and fitness programs.
- Implemented desktop database using Microsoft Access for the purpose of managing the resource collections into categories.
- Demonstrated the resource collection management completed desktop database to RSM team.
- Cooperated with the Resource Centre team and staff in charged in any general task concerning the department.

Contact: Siti Munawwarah Awang Tarif (Supervisor) –
Tel : 2385800 ext. 243 Fax : 2384223 Email :
munawwarah.tarif@moh.gov.bn

LANGUAGES

Malay
Native or Bilingual Proficiency

English
Full Professional Proficiency

EDUCATION

Bachelor of Science in Computer Science Universiti Brunei Darussalam

01/2014 – 08/2018

Final Year Project & Courses:

- Interactive Graphical User Interface using LabVIEW (FYP).
- Software Engineering.
- Computer System and Network.
- System Analysis and Design.
- Programming Fundamental.
- Internet Application Development.
- Operating systems.
- Database Design.

TECHNICAL EXPERIENCE & SKILLS

Programming Language & Code

Java, Javascript, HTML CSS codes (Front-end Web Development & Design), G (visual dataflow programming), Little experience with C and PHP.

Operating System/Platform

Windows, macOS & Linux OS, Microsoft Office (Words, Excel, Access, Powerpoint), Google Drive/Docs/Sheet, LabVIEW, SPSS

SOFT SKILLS

Teamwork



Active Listening



Time Management



Oral & Written
Communication



Self-motivation



Problem Solving



Leadership



Presentation & Public
Speaking



INTERESTS

Self-improvement

Community Involvement

Travelling

Cooking

Mathematics

Science

Playing piano

Reading news & articles

REFERENCES

Norafizah Marjuki (Senior Data Centre Officer)

Contact: Norafizah@baiduri.com.bn - 2268300 ext. 8847

Royne Kong (Data Infrastructure, System and Network Admin)

Contact: Royne@baiduri.com.bn - 2268300 ext. 8338

Siti Nurbazilah Junaidi (Data Centre Librarian Officer)

Contact: Nur.bazilah@baiduri.com.bn - 2268300 ext. 8889

Siti Munawwarah Awg Tarif (Health Education Officer)

Contact: munawwarah.tarif@moh.gov.bn - 2385800 ext. 243