

MUHAMMAD ROHAIZAD ROSLI

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I am a Computer Science (Multimedia) graduate from Universiti Putra Malaysia (UPM) with a strong academic background and practical experience in system development and administrative tasks. I am currently working as an Information Technology Officer Assistant at UKMSHAPE, Universiti Kebangsaan Malaysia, where I help with system development, testing, user support, and maintenance. Previously, I worked at WAZAN UPM, where I gained useful experience in zakat management and operational processes. I am motivated to apply my skills, learn new things, and contribute positively to any organization I join.

WORK EXPERIENCE

Information Technology Officer Assistant (FA5)

May 2025 – Present

Centre for Shaping Advanced & Professional Education (UKMSHAPE),

Universiti Kebangsaan Malaysia

- Developing and testing systems to ensure they meet the needs of the division, unit, or project.
- Help conducting training sessions so users can understand and use the system effectively.
- Help conducting User Acceptance Testing (UAT) sessions focusing on validation that the system meets the departments requirements
- Support the maintenance and improvement of existing application systems based on current needs.
- Prepare monthly reports to update the team on progress and issues.

Executive Officer 4 (Grade N5)

January 2024 – May 2025

Centre for Management of Waqf, Zakat and Infak (WAZAN)

Universiti Putra Malaysia (UPM)

- Review and process students' *zakat* financial aid applications through the online system
- Assist in preparing reports related to the online *zakat* financial aid application process.
- Review and process *zakat* financial aid applications for both staff and students.
- Organize, record, and manage data related to staff and students.
- Design and prepare posters, reports, and presentation slides.
- Actively participate as a committee member (AJK) in organizing programs held by WAZAN.
- Assist with ad hoc tasks and special projects as needed.

INDUSTRIAL TRAINING

V Net Computer Services Sdn. Bhd.

Mobile Application Developer

March 2023 - August 2023

[A software development company specializing in the creation mobile application.] •

Develop existing application owned by V Net Computer Services Sdn. Bhd.

- Accomplished software testing professional with a proven ability to implement robust testing strategies, ensuring the delivery of high-quality software products.
- Skilled in creating clear and concise research and documentation for future application improvements.
- Effectively utilized Supabase and Postman API to monitor test of APIs, ensuring optimal performance and reliability
- Designed and developed the user interface (UI) for a mobile application utilizing Figma and Visual Studio Code, ensuring a seamless and visually appealing user experience

EDUCATION

University of Putra Malaysia (UPM)
Bachelor of Computer Science (Multimedia)

September 2019 – November 2023

- Graduated: November 2023 (CGPA : 3.115)

Negeri Sembilan Matriculation College
Sijil Matrikulasi KPM

June 2018 – April 2019

- Graduated: April 2019 (CGPA : 3.33)

Sekolah Menengah Kebangsaan Pendeta Zaa'ba
Sijil Pelajaran Malaysia (SPM)

January 2013 – December 2017

- Graduated: December 2017

ORGANISATIONAL EXPERIENCE

College Representative Council Kolej Sultan Alaeddin Suleiman Shah (KOSASS)
Entrepreneur Secretariat Session 2020/2021

2020/2021 Session

- Manage *Koperasi* Kolej Sultan Alaeddin Suleiman Shah for two semesters.
- Run an online business under college to earn side income for the college during Movement Control Order (MCO).
- Conducted an online talk for students inviting Amsyari Zarir Abdul Syakur from AMACC with a title ‘Basic Money Management’.
- Collaborate with Spirituality and Human Development Secretariat to conduct a competition during “Minggu A’mal dan Amal Soleh”.

Kelab Pembangunan Insaniah (INSAN)

Multimedia and Publicity Executive

2021/2022 Session

- Create template and posters for any INSAN programme
- Be the photographer during programs that conducted by INSAN executives.
- Participated in volunteering programme in cleaning flooded area at Sunnah Koruss Resort, Janda Baik and SMK Bentong, Bentong, Pahang

SKILLS

Intermediate: PHP, HTML, CSS, Dart, Microsoft Excel, Word, Powerpoint,

Tools and Software: Laravel, Laragon, Visual Studio Code, Android Studio, Postman API, GitHub, Canva

Languages: Malay (Native Proficiency), English (Professional working proficiency), Arabic (Basic), Thailand (Basic)

AWARDS / CERTIFICATE

- 2nd place in Siswaprenaur Extra@Money UPM Competition
- 2nd place in video creation competition, *Medan Seni Lakon 2021* conducted by KOSASS, UPM
- 1st place in video creation competition, *Medan Seni Lakon 2022* conducted by KOSASS, UPM
- Top five in MyDuitStory, video creation competition organized by Financial Education Network

REFERENCES

NOR HAPIZAH BINTI ABD RAHMAN

Head of Information Technology Management Department
Centre for Shaping Advanced & Professional Education (UKMSHAPE)
University Kebangsaan Malaysia, +6012 669 7496 norhapiyah@ukm.edu.my

MAZNUR NAZILA BINTI MOIN

Head of Zakat and Student (Asnaf) Development Section
Center of Management of Waqf, Zakat and Infaq
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