
 019-843 8327

 amandamazlan276@gmail.com

SKILLS

- Cataloguing
- HTML and CSS
- Data Entry
- Data Analysis
- Children's Programing
- Literacy Program

LANGUAGES

- English (Immediate)

SARAH AMANDA

INTERNSHIP RESUME

PROFESSIONAL EXPERIENCE

Enthusiastic and dedicated library science student with hands-on experience in public programming, cataloging, and library systems. Skilled in designing and delivering literacy and children's programs that foster community engagement and early learning. Proficient in using KOHA ILS for cataloging, circulation, and materials management. Experienced in metadata organization and digital tools, with working knowledge of HTML and CSS for web content creation and customization. Demonstrates strong organizational and communication skills, with a commitment to promoting access to information and enhancing user experience in library settings.

PROJECT

'Program Planet Ilmu'

Perbadanan Perpustakaan Awam Negeri Sembilan

Position : Program Bureau

- Community learning and inclusive literacy resources for local communities, especially children and adolescents.
- public libraries as learning platforms that balance the diversity of physical and digital resources.

'Program Pemurnian & Literasi'

Sekolah Kebangsaan Gelang Terusan, Simpang Pertang, Negeri Sembilan

Position : Certificates and Gift Bureau

- To hold purification activities in the school resource center area.
- To provide literacy knowledge and joy using materials available at the library.

EDUCATION

SPM

SMK SERI MENANTI

2015 -2019

Position (2017-2019) :

"Pengawas"

SPM : 3B+ 4B 1C 1G

STPM

SMK PEKAN BARU

2020-2022

Social Science Stream

MUET : Band 3.5

GPA : 2.79

BACHELOR OF INFORMATION SCIENCE (HONS) LIBRARY MANAGEMENT

2022 - currently final year

UiTM NEGERI SEMBILAN

BRANCH REMBAU

CGPA : 3.39

AWARDS

PLANET ILMU

PROGRAM BEREAU

- Service learning Malaysia-University for society
- Perbadanan Perpustakaan Awam Negeri Sembilan

SMART PLS SOFTWARE

ATTENDANCE & PARTICIPATION

- A research data analysis
- Malaysian Record Management Society (MARMS)

INLINE DATABASE IN ONE HOUR

PARTICIPATE

- From Faculty Information Management

WORK EXPERIENCE

MIKA PREMIUM GIFT SDN.BHD.

2019

- Operator
- A hamper factory that makes luxury gifts

KOON SENG SDN. BHD.

2021

- Operator
- A factory that produces medical gloves in the post-covid era