



SITI NURAISHAH OTHMAN

A YEAR 3 STUDENT OF INFORMATION
MANAGEMENT

MY BACKGROUND

I am an accomplished information professional with a proven track record in all aspects of the process: creating, acquiring and managing information, documents or records

MY STRENGTHS

- Stability and thoroughness
- Orderly and structured
- Punctual and persistent
- Observant of facts and other people's needs
- Aware of required actions

REACH ME AT:

Phone: 017-3812610

Address: No.10 Lorong Seri Duyong 5,
Taman Seri Duyong,
75460 Melaka

Email:

aishahothmanuitmc@gmail.com

Referral person : Madam Jashira binti
Jamin (Senior Lecturer Faculty of
Information Management)

Tel : 0192769276

Email : jashira@uitm.edu.my

ABOUT ME

SITI NURAISHAH BINTI OTHMAN

Birth date : 29 August 2000 (20 years old)

Gender : Female

Nationality : Malaysian

Religion : Islam

Race : Malay

Language : Bahasa Melayu & English

EDUCATION BACKGROUND

DIPLOMA IN INFORMATION MANAGEMENT

2018 - current

- Universiti Teknologi Mara (UiTM) Rembau

- 2 Semester Dean's Lister

- CGPA of 3.63

SIJIL PELAJARAN MALAYSIA (SPM)

2013 - 2017

- Sekolah Menengah Kebangsaan Air Molek, Melaka

- Studied Pure Science

- SPM Result 5 A's

SKILLS

- Microsoft Office Word

- Microsoft Excell

- Microsoft Power Point

- Adobe Illustrator

- Adobe Premiere Pro