

# MUHAMMAD HAZIQ BIN HAMIR

NO 5 JALAN TKC 1/5 TAMAN KOTA CHERAS, KAJANG, SELANGOR 43200 | (C) +6001135245175 |

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## PROFESSIONAL SUMMARY

Seeking a challenging career with a progressive organization that provides an opportunity to capitalize my technical skills & abilities in the field of mechanical engineering. Talented professional with an entry level background in mechanical and manufacturing engineering, specializing in project coordination and manufacturing processes.

## SKILLS

- Hardware troubleshooting
- Network troubleshooting
- Programming (MATLAB 6.1, AutoCAD)
- Microsoft Office (MS Word, Excel, PowerPoint, Internet)
- Excellent written and verbal communication skills
- Highly organized and efficient
- Ability to work independently or as part of a team
- Proven leadership skills and ability to motivate
- Perform in high pressure working environment
- Easy to adapt to new technology

## EDUCATION

2016

*MECHANICAL AND MANUFACTURING ENGINEERING : MECHANICAL*  
UNIVERSITI MALAYSIA SARAWAK KOTA SAMARAHAN

- Secretariat Logistic of Bunga Raya Collage Providing p.a system and facility for most activity in Bunga Raya Collage (2011 - 2015)
- Team leader for Kelab Bencanarela Camping to increase awareness water safety during flood . (2013)

2011

FOUNDATION : SCIENCE

KOLEJ MATRIKULASI MELAKA MELAKA

- CLASS REPRESENTATIVE

## WORK HISTORY

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DECEMBER 2016-CURRENT

*SL1M TRAINEE CIMB AUTO FINANCE | SRI KEMBANGAN*

- PROCESSING AUTOMOTIVE LOAN
- GATHER DATA FROM CLIENT
- VERIFY THE DATA WITH DOCUMENT NEEDED
- WRITE RECOMMENDATION AND ESCALATE TO HIGHER MANAGEMENT FOR FURTHER ACTION
- Reconstructed accounting records from clients' checks and cash receipts.
- Performed complex general accounting functions, including preparation of journal entries, account analysis and balance sheet reconciliations.

JUNE 2015-SEPTEMBER 2015

*Intern | BUFORI MOTOR | Tsi Business & Industrial Park, Kepong*

- Coordinated manufacturing, construction, installation and maintenance projects for engineering team to complete per customer requirements.
- Provided drafting support to a mechanical engineering staff.
- Making mold and car part using carbon fiber and carbon Kevlar sheet

## REFERENCE

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Prof Madya Dr. Abu Saleh Ahmed.

Department of Mechanical and Manufacturing Engineering

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