

PERSONAL DETAILS

Name : Mohd Hafiz Bin Mat Sidi
I/C No : 890830-02-5125
Gender : Male
Date of Birth : 30 August 1989
Nationality : Malaysian
Race : Malay
Marital Status : Married



CURRENT ADDRESS

Address : Batu 17 Jalan Naka,
06400 Alor Setar,
Kedah Darul Aman.
Mobile Number : 013-3391373
Email : hafiz_utmich@yahoo.com

PERMANENT ADDRESS

Address : No. 3, Belakang Pondok Bukit Lada,
Jalan Kubur Panjang,
06760 Alor Setar, Kedah.

EDUCATION QUALIFICATION

July 2010 – July 2013 : Bachelor in Science (Property Management)

University Technology Malaysia, Skudai Johor

CPA: 3.31

July 2007 – July 2010 : Diploma in Property Management

University Technology Malaysia, International Campus, Kuala Lumpur Graduated with CPA 3.03

2002 – 2006 : Sijil Pelajaran Malaysia (SPM)

2A1, 3A2, 2B3, 2C6

CO-CURRICULAR ACTIVITIES AND ACHIEVEMENTS

University Technology Malaysia

- Secretariat of The Great Gender Debate UTM - 2012
- Head of the Technical Unit for Entrepreneurship Festival UTM - 2011
- Facilitator for Valuation Camp of 3 Institutes'09 (UTM) - 2009
- Vice Director of Motivation Programme "Sederap Menuju Kejayaan" - 2008
- Members of Computer Society – 2007

Sekolah Menengah Kebangsaan Bukit Payong, Kedah.

- Best Student Award (SPM) - 2006
- President of Scout - 2006
- Treasurer of Football Club - 2006
- Vice Treasurer of 'Pendidikan Islam' Club - 2006
- Represent School to Football Competition - 2003 until 2006
- Represent School to Relay Competition - 2005
- Represent School to Softball Competition – 2004 to 2005

WORKING EXPERIENCES

Company Name : JB JURUNILAI BERSEKUTU (KEDAH) SDN BHD

Position : Valuation Executive

Date Joined : September 2013 until Present

Duration : 1 Year

Work Description

- Marketing the JBSB services to bank, lawyer firms, developers and individuals.
- Secure more jobs through aggressive marketing and to focus on quality cases.
- Handle retail and corporate cases.
- Assist assistant manager in handling enquiries on retail valuation matters.
- Assist assistant manager in liaising with banks or retail clients.
- Collect deposit /fill the instruction form and obtaining property's particulars.
- Title search / planning and other statutes searches.
- Conduct inspection and referencing property for valuation exercises.
- Report drafting & calculation of property value.
- Preparing the appendices to be done by draftwomen.
- Preparing photograph to be included in the valuation report.
- Submission of draft report & valuation calculation for initial approval from HOD.
- Report checking and proof reading after the report has been typed (inclusive the appendices).
- Pass to HOD for quality control (QC).
- Call customer for report collection, send valuation report to customer and also to assist account department to collect the remaining balance of payment for cases done.
- Cross referral with other departments / branches in JBSB.
- Monitoring unpaid payment for individual & other banks.

Company Name : UNIVERSITY TECHNOLOGY MALAYSIA
Position : Assistant Valuer
Date Joined : April 2013 until June 2013
Duration : 2 Months

Work Description

- Responsible to prepare the valuation report purposes for rating.
- Responsible to value the palm oil estates in Majlis Daerah Labis.
- Responsible to perform inspection or site visit of the property.
- Responsible to conduct and attend meeting with officer of Majlis Daerah Labis.

Company Name : JB JURUNILAI BERSEKUTU (JOHOR) SDN BHD
Position : Industrial Trainee
Date Joined : February 2012 until June 2012
Duration : 7 Months

Work Description

- Responsible to prepare the valuation report.
- Responsible to value the property purposes for finance, update, auction and etc.
- Responsible to conduct inspection or site visit of the property that want to value.
- Responsible to value property purposes for land acquisition and do the inspection.

Company Name : KFC HOLDINGS (M) BERHAD
Position : Industrial Trainee
Date Joined : December 2009 until April 2010
Duration : 5 Months

Work Description

- Responsible to find out the information about land and property from valuer.
- Responsible to handle meeting with contractor or related party to discuss the tender.
- Responsible to visit site and frequently went to outstation.
- Responsible to handle the filling task.
- Responsible to find out the available property to purchase.

Company Name : SHIMANO
Position : Promoter
Date Joined : April 2008 until June 2008

Duration : 2 Months

Work Description

- Responsible in handling the customers' needs and requirement.
- Repair bicycle.

Company Name : Star City Hotel, Kedah

Position : Waiter (Banquet)

Date joined : January 2007 until June 2007

Duration : 6 Months

Work Description

- Responsible to serve people and VIP in function.
- Set up table and others things for any function.

SKILLS

(**Proficiency**: **Advanced** - Highly experienced; **Intermediate** - Familiar with all the basic functionalities; **Beginner** - Just started using or learning the skill)

Skill	Years	Proficiency
MS Word	>6	Advance
MS PowerPoint	>6	Advance
MS Excel	>5	Intermediate
Visio	>3	Intermediate
Corel Draw	>3	Intermediate
TIPS	<1	Beginner
VIMS	<1	Beginner
SPSS	<1	Beginner

COMMUNICATION SKILLS

(**Proficiency**: 1=Poor - 10=Excellent)

Language	Spoken	Written	Read
Malay	10	10	10
English	6	6	7

ADDITIONAL INFO.

Willing to Travel : Yes

Willing to Relocate : Yes

Possess Own Transport : Yes

Availability : Immediately after notice period of 1 month(s)

Expected Salary : RM1,800.00

Personal strength

- Able to work in team.
- Able to work due dead line.
- Creative & keen to learn and experience new thing from other field.
- Fast learner especially in software and passion towards job.
- Love to learn and developing self skill.
- Friendly and love meeting people.
- Able to do multi task job.
- Independent and responsible.
- Independent and able to work under pressure.
- High emotion control.

REFERENCES

Name : Sr Halim Bin Osman
Telephone : 019-7164466
Position : Chief Executive Officer
JB Jurunilai Bersekutu (Johor) Sdn Bhd
Room 416, 4th Floor, Wisma Daiman,
64 Jalan Sulam, Taman Sentosa,
80150 Johor Bahru,
Johor Darul Takzim.

Name : Prof Madya Dzurllkanian @ Zulkarnain Bin Daud
Telephone : 019-7119120 / 012-7967329
Position : Lecturer
Faculty of Geoinformation and Real Estate
Universiti Teknologi Malaysia,
81310 Skudai, Johor Baharu,
Johor Darul Takzim