

NORMALA BINTI SATEEM (MS.)

FRESH GRADUATE

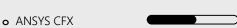
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PROFESSIONAL SKILLS

• MICROSOFT OFFICE

• SOLIDWORKS



• AUTOCAD

MAXIMO



• GOOGLE SKETCHUP





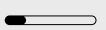
LANGUAGES

o MALAY



• ENGLISH

MANDARIN











Badminton

Swimming

Music

CAREER OBJECTIVE

Dedicated and energetic graduate seeking a challenging position in engineering field that provide me job satisfaction, self-development and help me achieve personal as well as organizational goals with full integrity and zest.



EDUCATION

Description of the proof of the

Sek. Men. Kebangsaan Lutong Result: 6A3B



WORK EXPERIENCE

June 2015 -Sept 2015

TRAINEE (Production Operation – Maintenance)

JX Nippon Oil & Gas Exploration (Malaysia) Limited

- Identify and listed out new tags and equipment name from P&ID, cross check the asset location list for spare part item with P&ID.
- b. Update the inventory list, create tags for new asset and create job plan using Maximo software.



ACHIEVEMENTS AND AWARDS

Description	Year Achieved	Details
Dean's List Award for eight semesters	2012-2016	Dean List
Women Empowerment Program	2016	Volunteer
SHELL PRESTIGE 2016	2016	Participant
Green Week, SAFE	2015	Exco Logistic and Safety
Bazar Siswa Sakura	2013	Committee Member
Golden Key International Honour Society	2013	Member (10938391)
The Institution of Engineers, Malaysia	2013	Student Member (58592)
Green Explorace 2011	2011	Treasurer
International Competitions and	2010	Participant
Assessments for Schools (Mathematics)		
National Physics Competitions	2010	Participant
Malaysian National Chemistry Quiz	2010	Participant
Invention Club, SMK Lutong	2009	Chairman
Yayasan Sarawak	2009	Best Student Award



PROJECTS

- 1. Performance Evaluation of Pump as Turbine with Modified Blade Number for Micro Hydro Applications
- 2. Integrated Semi-Automated Sarawak Kek Lapis Production Machine
- 3. Conveyor System Design for Automatic Sarawak Kek Lapis
- 4. Analyzing, Simulating and Testing Support Strength



REFERENCES

Prof Ir Dr Andrew Ragai Henry Rigit

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