



## RESUME

### CURRICULUMVITAE INDUSTRIAL TRAINING

#### PERSONAL PARTICULARS

Name	: MUNIRAH BINTI MOKHTAR	Gender	: Female
Age	: 25	Nationality	: Malaysia
I.C or Passport	: 921013-10-6258	Marital Status	: Single
Email	: munirah.mokhtar92@gmail.com		
Mobile	: 013-7860995		
Current Address	: Lot 2247, Lorong Ja'afar Arab, Kampung Delek Kiri, 41250 Klang, Selangor Darul Ehsan.		

#### EDUCATIONAL BACKGROUND

##### HIGHEST EDUCATION

<b>Level</b>	: Degree	<b>CPA Now</b>	: 3.21/4.00
<b>Field of Study</b>	: Electrical Engineering	<b>Finish Study</b>	: June.2018
<b>Name of Institution</b>	: University Tun Hussein Onn Malaysia	<b>Graduation Date</b>	: Sept.2018
<b>Location</b>	: Batu Pahat, Johor		

## SECOND HIGHEST EDUCATION

**Level** : Diploma

**Field of Study** : Electrical Engineering **Final CPA** : 3.40/4.00

**Name of Institution** : Port Dickson Polytechnic, **Graduation Date:** February.2014

**Location** : Port Dickson, Negeri Sembilan

## THIRD HIGHEST EDUCATION

**Level** : Sijil Pelajaran Malaysia

**Field of Study** : SPM ( 3A 2B 1C 3D 1E )

**Name of School** : Sek.Men.Teknik Teluk Intan

**Location** : Teluk Intan, Perak

## WORKING EXPERIENCE

### RANK DESIGN SDN BHD (JULY 2013 – OGOS 2014)

**Position:** Supervisor for CT Section

Scope of work:

- making schedules, assigning work and training employees.
- motivate electricians to increase their productivity and meet work goals.
- Create specification for current transformer and record the data for each production product.

### EMERY (M) OLEOCHEMICAL SDN.BHD. (Dec 2011-May 2012)

**Position:** Trainee (practical)

Scope of work:

#### Electrical Department

- Troubleshoot, maintained and make new wiring for an electric motor starter.
- Learn in theoretical and practical understanding of the motor 1 and 3 phase.
- Learn in theoretical and practical understanding of electrical wiring 1 and 3 phase.

- Understood the procedures for maintaining and testing the generator in parallel.

#### **Instrument Department**

- Understood in calibrating transmitter device for temperature, pressure, flow and level.
- Obtained knowledge in troubleshoot and changed valve of temperature, pressure, flow and level.
- Provided documentation for SIRIM audit and calibration sheet.

### **SKILLS**

Skills (advanced) : MS Word, MS Excel, MS Power Point.  
 Skills (intermediate) : Wiring, Soft Skills, Multisim  
 Skills (beginner) : Auto CAD, Matlab

### **LANGUAGE PROFICIENCY**

Language (advanced) : Bahasa Malaysia  
 Language (intermediate) : English

### **REFERENCES**

#### **DR. SITI AMELY BINTI JUMAAT**

(Academic Advisor )

Lecturer of Faculty Electrical Engineering,  
 University Tun Hussein Onn Malaysia,  
 BatuPahat, Johor.

Tel : 019-7200379

#### **PUAN NUR FARHANA BINTI OMAR**

(Academic Advisor )

Lecturer of Faculty Electrical Engineering,  
 Port Dickson Polytechnic,  
 Negeri Sembilan.

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