



## NORMALA BINTI SATEEM (MS.)

FRESH GRADUATE



Lot 9801, Jln Pengkalan 3, Kpg  
Pengkalan Lutong, 98000, Miri,  
Sarawak



+60 010 9693 736



malasateem@gmail.com



linkedin.com/in/normalasateem



### PROFESSIONAL SKILLS

Fundamental Expert

- MICROSOFT OFFICE
- SOLIDWORKS
- ANSYS CFX
- AUTOCAD
- MAXIMO
- GOOGLE SKETCHUP



### LANGUAGES

- MALAY
- ENGLISH
- MANDARIN



### INTERESTS



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

- 2012 - 2016** **BACHELOR'S DEGREE (MECHANICAL AND MANUFACTURING ENGINEERING) (HONS.)**  
Universiti Malaysia Sarawak CGPA: 3.67
- 2011 - 2012** **MATRICULATION PROGRAMME (PURE SCIENCE)**  
Labuan Matriculation College CGPA: 3.87
- 2006 - 2010** **SIJIL PELAJARAN MALAYSIA (PURE SCIENCE)**  
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.
  - 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 Assessments for Schools (Mathematics)	2010	Participant
National Physics Competitions	2010	Participant
Malaysian National Chemistry Quiz	2010	Participant
Invention Club, SMK Lutong	2009	Chairman
Yayasan Sarawak	2009	Best Student Award



### PROJECTS

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



### REFERENCES

#### Prof Ir Dr Andrew Ragai Henry Rigit

Final Year Project Supervisor  
Faculty of Engineering,  
Universiti Malaysia Sarawak  
+06 012 8886 965  
arigit@animas.my

#### Mr Mohd Azlan Bin Ismail

Final Year Project Co-Supervisor  
Faculty of Engineering,  
Universiti Malaysia Sabah  
+06 016 8264 571  
lanzmr@gmail.com