



CHONG VEE CHUN

PT 1388 Ibai Landmark Garden

20400, Kuala Terengganu

Terengganu

Telephone no: 017-9443932

E-mail Address: chongveechun@gmail.com

CAREER OBJECTIVES

To apply my knowledge & skills in business management with an established organization that offers new challenges & opportunities to grow.

PERSONAL PARTICULARS

Date of Birth: 21 January 1993

Place of birth: Kuala Terengganu

Marital Status: Single

Nationality: Malaysian

EDUCATION

Sep 2013- 2016	Universiti Utara Malaysia 06010 UUM Sintok	Degree in Business Administration (Expected Graduate with Honour)
May 2011- Dec 2012	Sekolah Menengah Kebangsaan Tengku Bariyah 21100 Kuala Terengganu	Sijil Tinggi Persekolahan Malaysia (STPM= 2A, 3.84)
Jan 2006- Dec 2011	Sekolah Menengah Chung Hwa Wei Sin Jalan Bukit Kecil, 21100, Kuala Terengganu	Sijil Perlawanan Malaysia
Jan 2000-Dec 2005	SJK© Chung Hwa Wei Sin Kuala Terengganu	UPSR

WORKING EXPERIENCE

- Feb- July 2012 **Sales Assistant** at Expert Phone, Kuala Terengganu
-Promote and sell handphone.
-Cashier and close sale.
- Jan- Feb 2012 **Mechanic** at Meng Brother Workshop, Kuala Terengganu
-Learn basic skill.

EXTRA CURRICULAR ACTIVITIES

- 2013- Now **Athlete and Committee member of Archery Club** of Universiti Utara Malaysia.
-Was involved in Masum 2015 and 2014, UUM Archery Open. Coach for new athlete and members.
Bureau of Special Duty of Volunteer of Universiti Utara Malaysia
-Handled official correspondence for the volunteerism.
Bureau of Sponsor and Logistic of charity event of Universiti Utara Malaysia.
-Get sponsorship from company and handled official correspondence. Set up the venue and assist other bureau.
- 2011- 2012 **Committee Member of Sixth Form Club** of Sekolah Menengah Kebangsaan Tengku Bariah.
-Paint school area and draw a mural for school.
Vice-Captain of school Ultimate Frisbees team.
-Participated in state level Ultimate Frisbee tournament. Assistant in the organization of the tournament.
Teacher Assistant of 'Kelab Alam Sekitar'.
-Create logo.
Teacher Assistant of 'Pasukan Beruniform Bulan Sabit Merah'.
-Marching.
Tournament Assistant Official of Pertandingan Catur Peringkat Kebangsaan Majlis Sukan Sekolah-sekolah Malaysia.
-Setting for the tournament.
- 2006- 2010 **President** of Pasukan Beruniform Bulan Sabit Merah of Sekolah Menengah Chung Hwa Wei Sin.
-Organized activities for every meeting. Prepare medics for sport days.
Committee members of 'Kem Gabungan Badan-badan Beruniform 2010'.
-Prepare activities and equipment for participants. Ensure participants safety.

SKILL & STRENGTH
<ul style="list-style-type: none">○ Proficient in Microsoft Word, PowerPoint and Excel.○ Full clean driving license (D).○ Speak fluent Bahasa Malaysia, English and Bahasa Cina.○ Fluent in written Bahasa Malaysia, English and Bahasa Cina.○ Able to speak and write basic Spanish.○ Fast learner.
HONOURS & AWARDS
<ul style="list-style-type: none">○ Top student for STPM 2012 in Sekolah Menengah Kebangsaan Tengku Bariah.
HOBBIES / INTERESTS
I enjoy travelling. My other interests are photography and sports.