

MITRAAMBIGAI D/O SIVANANDHAN

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To Whom It May Concern:

APPLICATION FOR ELECTRICAL POWER ENGINEER PLACEMENT

I, as stated above from University Tenaga Nasional (UNITEN) currently pursuing my degree in Bachelor of Electrical Power would like to apply for commencement of my engineering in your prestigious company.

It is my aspiration to work in an engineering related industry as it has been my passions and has been my career objectives to get involved in this sector since day one. It would be a dream comes true for me to work for a company that has an excellent reputation.

I am very active in the school and university's curriculum activities and have participated in Tamil Language debate until state level and university levels. I have also acquired essential knowledge in Matlab, MPLAB Software and Proteus Software.

My enthusiastic involvement in many activities outside of the academic circle has served me well in nurturing my leadership and communication skills, which are essential to succeed in the working world.

I look forward to being granted a placement as electrical power engineer in your company as I feel this would be a good stepping stone as there is great potential for me to become a professional engineer.

Together with the cover letter, I attach here with my resume for your full consideration. I appreciate your time reviewing my application, and it will be a pleasure for me to attend an interview with you at your convenient time.

Thank you for your consideration.

Yours sincerely,

MITRAAMBIGAI SIVANANDHAN

Enc: CV



MITRAAMBIGAI SIVANANDHAN

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Mobile: +60 16 944 5587

Email: mitraambigaisivanandhan@gmail.com

OBJECTIVE

To obtain an entry-level of a position as a trainee that will allow me to utilize my engineering skills for Company's benefit that will also help to improve myself and enhance my career development.

EDUCATION BACKGROUND

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| 2011-2016 | University Tenaga Nasional Putrajaya Campus
Degree in Bachelor of Electrical Power Engineering (Hons)
CGPA : 2.7 |
| 2010-2011 | University Tenaga Nasional Putrajaya Campus.
Foundation in Electrical & Electronics Engineering |
| 2005-2009 | Sekolah Menengah Kebangsaan Khai Mun ,Bentong
Sijil Pelajaran Malaysia (SPM) |

PERSONAL QUALITIES AND ACHIEVEMENT

I have always been described as an inspiring team player and a dynamic leader. Love to explore new boundaries in order to gain more knowledge and experience. Always strive to improve myself as well as my work. As an outgoing person who has no problems in communicating, meeting people and work under pressure.

Leadership: Team player with records of various leadership positions includes school and high board member of school/university-level societies.

Sports: Varies level participant in sport during school and university level, such as badminton, taekwondo and marathon.

LANGUAGE AND COMPUTING SKILL

Languages written and spoken: -	English	- Excellent
	Bahasa Malaysia	- Excellent
	Tamil	- Excellent

Computer Literacy: -

Proficient in Microsoft office:
Word, Excel, Power point

Proficient in engineering software:
MATLAB, MPLAB IDE, PROTEUS, PSPICE, LTSPICE &

UNIVERSITY ACHIEVMENT

DECEMBER 2014	ANNUAL GRAND MEETING (VICE PRESIDENT OF SHUTTERS UNITEN) This is the annual grand meeting for shutter, photography club of uniten, and took in charge as Vice President.
JULY 2014	2ND NATIONAL ELOCUTION CONTEST (DEPUTY PROJECT DIRECTOR) This is our 2nd National Elocution Contest and we have received more than double the participants compared to the previous competition. Specially to give the speech talent out.
MARCH 2014	VISIT TO CAPITAL FM 88.9 (DIRECTOR OF THE PROGRAM) This visit mainly for our ladies to get exposed to what and how current world is all about. This visit was held behalf our university's ladies hostel, communication bureau.
OCT 2013	ROBOTIC AWARENESS WEEK (HEAD OF PHOTOGRAPHY DEPARMENT) It's mainly to let young engineer's talent out. It was an eye opening event.
MARCH 2013	ENGINEER'S FOR MAKNA RUN (HEAD OF REGISTRATION DEPARTMENT) It's organized specially for MAKNA, to give student an awareness behalf health issue.
OCT 2012	ENGINEERING AND TECHNOLOGY FEST 2012 (Floor Manager) This event is to give the disclosure of theoretical to engineering.
MAY 2012	Society of Ingénue (SIR High – Committee) It's a society where all the engineering student get to involve to learn more on doing an event, writing paper work and getting more experience.

SCHOOL ACHIEVMENT

2006-2010	Prefect Form 1 & Form 2 Assistant Head MALAYSIA RED CRESCENT SOCIETY Form 3 & Form 4 Treasurer of Tamil Club Form 4 & Form 5
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WORKING EXPERIENCE

MARCH 2015 – MAY 2015	TENAGA NASIONAL BERHAD (TNB) (ASSET MAINTANENCE DIVISION, SELANGOR) <i>Job Summary</i> Internship Student in Asset Maintenances Division, Transmission Line <ul style="list-style-type: none"> • Learned on asset in TNB • Learned in maintenance work and type of maintenance. • Transformer maintenance and transformer commissioning test. • Circuit breaker maintenance • Relay maintenance and relay settings • Load calculation • SCADA system maintenance
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SEPT 2014 present 2014

SIGMAX ESERVICES SDN. BHD, KUALA LUMPUR, MALAYSIA (MMU, CYBERJAYA)

Job Summary

Part time employee as an Image Processing Management.

My responsibilities will include:

- Checking upon proper image
- Follow the given instruction to process the image
- Checking in the image processor.

JAN 2014 – APRIL 2014

TELEMARKETING UNITEN (UNITEN , PUTRAJAYA)

Job Summary

Part time employee semester break period.

My responsibilities include:

- Attend the calls
- Explain the problem student encounter
- Calculate their fees

RELATED COURSE PAPERS

- **Circuit Analysis 1 & 2**
- **Electronic Analysis 1 & 2**
- **Power System 1 & 2**
- **Microprocessor System**
- **Thermodynamics**
- **Digital Signal Processing**
- **Communication system**
- **Digital Logic Design**
- **Electrical Machine & Drive**
- **Control System**
- **Power System Protection (MAJORING)**
- **Power System Communication (MAJORING)**
- **Electrical Safety and Hazards (MAJORING)**

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