

Faiz Bin Azis

No26/B Jalan Teluk Lipat,
Kampung Belukar Juling,
86900 Endau, Mersing
Johor Darul Takzim

17 November 2016

Dear Sir,

Re : APPLICATION AS SITE SUPERVISOR / CLERK OF WORK .

Referring to the above matter, I, **Faiz Bin Azis** would like to apply for a job as **Site Supervisor** in your company. I am impressed by your organization success and would like to be part of such a winning company.

2. I understand that high level of professionalism and communication are important for long term sustainability in business world. I am confident with my experiences in construction field has prepared me for an immediate contribution to your organization

3. I look forward to being granted an interview as I feel there are great potential for my career development and an opportunity for me to contribute to your company. The enclosed resume provides more details of my skills and achievement track records. I can be reached by email at **faiz6937@yahoo.com** or by phone, **01139388233 / 0145077154**

Thanks you for your time and consideration. Your utmost consideration is highly appreciated.

Yours faithfully,

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Faiz Bin Azis
Enclosure: Resume
Faiz Bin Azis

**FAIZ BIN AZIS**

No26/B JLN Teluk Lipat,
KG. Belukar Juling,
86900 Endau, Johor.

Email : faiz6937@yahoo.com

H P : 01139388233

HP 2 : 0145077154

Position Apply

SITE SUPERVISOR (C&S) / CLACK OF WORK

Career Objective

- Able to work independently and In-teams.
- Able to work under pleasure.
- Able to work for long hour and overtime.

Personal Details

Date of Birth : 30rd January 1990

Nationality : Malaysian

I/C Number : 900130 - 01 – 6937

Race : Malay

Place of Birth : Hospital Sultanah Aminah Johor Baharu

Religion : Muslim

Education**2008 – 2011****Kolej Poly-Tech MARA, Kota Bharu, Kelantan**

- Diploma Pengurusan Perniagaan Seliaan UUM
- CGPA : 2.74

2006 - 2007**Sekolah Menengah Teknik Sultan Haji Ahmad Shah,
26800 Kuala Rompin, Pahang.**

- Jurusan Pengajian Kejuruteraan Mekanikal
- SPM – 1 1A, 1 2A, 2 3B, 5 7D, 1 8E

Extracurricular Activities

- Participate in Futsal Championship Inter-course KPTM KB season-5.
- Participate in Tempin Bowling Championships KPTM KB season-3.
- Participate in Football Championship KPTMKB season-2.
- Participants Visit to Universiti Utara Malaysia for The Business.
- Management Diploma Clubs Poly-Tech MARA Kota Bharu.
- Participate in Futsal Championship Inter-course KPTM KB season-4.
- Participate in Leadership Camp at Pantai Cahaya Bulan, Kelantan.
- Participate in Batminton Championship KPTMKB.
- Participate in Program Orientering1MalaysiaKPT-UiTM at Pekan, Pahang.
- Participate in Leadership Camp at Taman Negara Kuala Koh, Gua Musang.
- Participate in Bengkel Kerjaya, 2010, Organize by Kolej Poly-Tech Mara Kota Bharu.
- Participate in Program Anak Angkat KESEDAR Paloh 2, 2010, Organize by Kolej Poly-Tech Mara Kota Bharu.

Work Experience

Company : **UM Land Builders SDN BHD**
Position : Site Supervisor
Project : Suasana Iskandar Johor – Cadangan pemajuan kompleks perdagangan 36 tingkat beserta basement yang mengadungi 29 tingkat apartment, 11 tingkat hotel. (8 jun 2015 until now)

Description of Duties

- 1) Monitoring site work progress and contractor report.
- 2) Notify project manager any delay or non- compliance of the work.
- 3) Inspecting of the completed defects rectification work.
- 4) To liaise with architect / engineer, with regard to the method of rectification, acceptance of the work and site technical issue / problem solving.

Company : **HWA HWEE Construction**
Position : Site Supervisor
Project : 1)Nominated sub-contract supply, delivery, installation, testing & commissioning of pond and water feature for cadangan pembangunan plot.
2)Cadangan pembangunan 72 unit perumahan berstrata (Park Residence) 3 tingkat dan 1 unit rumah sampah. (1 april 2014 – 6 jun 2015)

Company : **Prestij Mega Construction**
Position : Site Supervisor C&S
Project : LRT STATION 6
: LRT STATION 7
: LRT STATION 9
Construction and completion of facilities works for Ampang line extension Project. (1 november 2013- 30 march 2014)

Company : **Metro Citi Construction**
Position : Site Supervisor C&S
Project : 1) Cadangan Membina Pembangunan Kompleks Percantuman Dengan Terminal Baru
LCCT yang mengadungi 3 tingkat Bngunan Komsial Dengan Ruang Kedai, Restoran dan Stesen ERL,2 Blok 8 Tingkat Tempat Letak Kereta Di Lapangan Terbang Antarabangsa Kuala Lumpur (KLIA). (1 november 2012 – 19 march 2013)
2)Cadangan Membina 56 Unit Rumah Berkembar 2 Tingkat (45'X85') Yang Mengandungi Jenis TA1 (22 unit) ,TA2(25unit),TB1 (5 unit),TC1 (1 unit), berserta 1 unit Pencawang Elektrik dan 1 unit Wakaf di Fasa 2B, Alam Impian Seksyen 35, 40470 Shah Alam, Selangor Darul Ehsan. (20 march 2013 – 30 october 2013)

Personal Strength

- Enthusiastic, hardworking, reliable and prompt
- Have a good attitude, physically and mentally
- Resilient, possess strong sense of responsibility, initiative, open minded and energetic
- Willing and able to travel and allocate
- Willing to work irregular hours and self-motivate

Skill

- Process driving licenses – B2, D
- Able to communicate moderately in Oral/ Written both in Bahasa Melayu in excellent condition and English in beginner condition.
- Computer Literacy (Microsoft Word, Access, Power Point, Excel, Publisher, Outlook, etc).

Preferences

- Willing to travel : Will be considered
- Expected monthly salary : 4500

References

Wan Hareezuan Bin Wan Ab. Rahim
Lecturer of Kolej Poly-Tech Mara,
Kota Bharu
Tel: 09 – 746 2600

Hadyan Bin Ibrahim
Deputy General Manager UM LAND BHD
Tel : 0122496249