|  |  |
| --- | --- |
| **Nurul Ain Binti Hasan**  **Mobile no: 013-9902091**  **Email: nurulainhasan9692@gmail.com**  **No. 954-A, Jalan Teluk Lipat, Kampung Teluk Lipat, Dungun, 23000, Terengganu Darul Iman** |  |

**PERSONAL DATA**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Age | : | 20 years old | Marital Status | : | Single |
| IC No | : | 960401-11-5318 | Occupation | : | Fresh Graduate |
| Nationhood | : | Malaysian | Gender | : | Female |

**OBJECTIVE**

I am fresh graduate currently looking for a full time job position. I would like to utilize my skills in management, quality assurance, program development and training experience as well as my passion in any company. Also, to obtain an experience in a multinational company that will offer a professional working environment and enables me as a fresh graduate to grow while meeting the corporation’s goals.

**EDUCATION BACKGROUND**

**2014 - October 2016**

Diploma in Business Studies

Universiti Teknologi Mara (UiTM) Pahang

CGPA: 3.47

**2012-2013**

SPM 2013

Sekolah Menengah Sains Kuala Terengganu

Result: 3A+, 2A, 1A-, 1B+, 2C+

**WORKING EXPERIENCE**

**May 2016**

Part-time promoter at Aneka Supermarket

**ACHIEVEMENT & LEADERSHIP SKILLS**

**2014-2016**

Universiti Teknologi Mara (UiTM) kampus Raub, Pahang

|  |  |
| --- | --- |
| **No.** | **ACTIVITIES/SPORTS** |
| 1.  2. | Dean List semester 1  Dean List semester 2 |
| 3. | Majlis Tertinggi Kelab High Achievers |
| 4. | Mentor Kelab High Achievers |
| 5. | Business Day |
| 6. | Innovation Show |

**2012-2013**

Sekolah Menengah Sains Kuala Terengganu

|  |  |  |  |
| --- | --- | --- | --- |
| **NO.** | **ACTIVITIES/SPORTS** | **LEVEL** | **ACHIEVEMENT** |
| 1. | Member of Prefect School  Fasilitator of Program “Leadership Outreach” | School | -  - |
| 2. | Captain of Archery Club  Kejohanan Memanah SBP | National | -  - |
| 3  4.. | Secretary of Taekwondo Club  Taekwondo Tournament  Education Trip To University Prince of Songkhla, Thailand | National  International | -  -  - |
| 5. | Exchange Student Program Malaysia-Indonesia | International | - |
| 6. | Pertandingan Kawad Kaki | State | 2nd Place |
| 7. | Peperiksaan Bahasa Perancis A1 & A2 | International | Fair |

**LANGUAGE PROFICIENCY (WRITTEN AND SPOKEN)**

|  |  |  |
| --- | --- | --- |
| **LANGUANGE** | **WRITING** | **SPEAKING** |
| Malay | Excellent | Excellent |
| English | Good | Good |

**IT SKILLS**

|  |  |  |  |
| --- | --- | --- | --- |
| Microsoft Word | Good | Microsoft Publisher | Good |
| Powerpoint | Good | Movie Maker | Good |
| Microsoft Excel | Good | Prezi | Good |

**STRENGTH**

* Outgoing person who loves to socialize and meet new people
* Good interpersonal skills
* Able to work in team and good team player
* Able to make decision and solve problem
* Able to get and process information
* Able to plan and manage task according to priority

**REFERENCE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Position** | **Address** | **Contact Number** |
| Puan Hasnizawati Binti Hashim | Human Resource Lecturer | Universiti Teknologi Mara kampus Raub, Jalan Trans, Raub, 27600, Pahang Darul Makmur | 017-3139627 |