ele

**NAME**

**Permanent Address:**

PARIT 3,SUNGAI HAJI DORANI,

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**Career Objectives**

* To apply for industrial training placement for 4 months in a well-known company with the opportunity to contribute effectively to their effectiveness as well as learning, knowledge, experience and skills to strengthen themselves in the careers in related fields in the future.
* To achieve the company’s goals and gaining valuable experiences.
* To achieve the acquiring Bachelor of Business Administration in Technology Management by International University College of Technology Twintech (IUCTT)

**Personal Particulars**

Date of Birth : 9 july 1993

Place of Birth : Hospital Tanjung Karang,Selangor

NIRC : 930709-10-5784

Age : 23

Gender : Female

Race/ Religion : Malay/Islam

Nationality : Malaysian

Marital Status : Single

Height/Weight : 150 cm/57 kg

Spoken & Written : Malay & English

**Education Background**

Qualification : **Bachelor of Business Administration in Technology Management**

University **: Alpha College of Technology**

Grade : CGPA: Semester 1 (3.47)

Semester 2 (3.12)

Semester 3 (2.94)

Semester 4 (2.95)

Semester 5 (2.93)

Certification :

2011 – 2012

Sek.Men.Keb. Sungai Besar,Sungai Besar Selangor

* Qualitification : Sijil Tinggi Pelajaran Malaysia (STPM)
* Result: 1B+2C+

2009 – 2010

Sek.Men.Keb.Sungai Besar,Sungai Besar Selangor

* Qualification : Sijil Pelajaran Malaysia (SPM)
* Result : 2B4C1D1E

2006 - 2008

Sek.Men.Keb.Sungai Besar,Sungai Besar Selangor

* Qualification : Penilaian Rendah Menengah (PMR)
* Result : 3B2C3D

**Courses Taken at Alpha College of Technology**

Semester 1:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Subject Code | Subject Name | Credit | Result |
| 1 | QMT 1013 | BUSINESS MATHEMATICS | 3 | A |
| 2 | MGT 1013 | PRINCIPLES OF MANAGEMENT | 3 | B+ |
| 3 | ACC 1113 | FINANCIAL ACCOUNTING 1 | 3 | A- |
| 4 | MIS 1013 | INTRODUCTION TO INFORMATION TECHNOLOGY | 3 | B |
| 5 | ECO1013 | MICROECONOMICS | 3 | B+ |
| 6 | BLM 3201 | ENGLISH FOR ACADEMIC SKILLS | 2 | C+ |
| 7 | LMFOR3320 | MANDARIN 1 | 3 | B |

PMS: 3.47

PMK: 3.47

Semester 2:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Subject Code | Subject Name | Credit | Result |
| 1 | ACC1123 | FINANCIAL ACCOUNTING II | 3 | C+ |
| 2 | COM1013 | INTRODUCTION TO BASIC PROGRAMMING | 3 | C+ |
| 3 | ECO1023 | MACROECONOMICS | 3 | B |
| 4 | FIN 1013 | PRINCIPLES OF FINANCIAL MANAGEMENT | 3 | C+ |
| 5 | MPW 2143 | PENGAJIAN ISLAM | 3 | A- |
| 6 | QMT2023 | BUSINESS STATISTICS | 3 | B+ |
| 7 | BLM3203 | ENGLISH FOR RESEARCH FOUNDATION | 2 | B+ |

PMS: 2.83

PMS: 3.12

Semester 3:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Subject Code | Subject Name | Credit | Result |
| 1 | COM 2023 | COMPUTER SYSTEM FUNDAMENTAL | 3 | B- |
| 2 | MKT1013 | PRINCIPLES OF MARKETING | 3 | C+ |
| 3 | MGT 2023 | ORGANIZATIONAL BEHAVIOR | 3 | C- |
| 4 | MOT 2013 | QUALITY MANAGEMENT | 3 | A- |
| 5 | QMT 2033 | QUANTITATIVE TECHNIQUES FOR BUSINESS | 3 | C+ |
| 6 | BLM3204 | ENGLISH LANGUAGE INTEGRATED SKILLS | 2 | C+ |
| 7 | MPW2133 | PENGAJIAN MALAYSIA | 3 | B |

PMS: 2.61

PMK: 2.94

Semester 4:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| No | Subject Code | | Subject Name | Credit | Result | |
| 1 | MIS 2023 | | MANAGEMENT INFORMATION SYSTEM | 3 | C+ | |
| 2 | MIS 2033 | | E-COMMERCE | 3 | B- | |
| 3 | MOT 2023 | | OPERATION MANAGEMENT | 3 | A- | |
| 4 | MOT 3033 | | TECHNOLOGY & BUSINESS | 3 | B | |
| 5 | LAW2013 | BUSINESS LAW 3 B+ | | | |
| 6 | BLM 3205 | | PUBLIC SPEAKING IN ENGLISH | 2 | A- | |

PMS: 3.00

PMK: 2.95

Semester 5:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Subject Code | Subject Name | Credit | Result |
| 1 | COM 3033 | System Analysis & Design | 3 | C- |
| 2 | COM 3043 | Operating System | 3 | C- |
| 3 | ENG 3013 | Industrial Engineering | 3 | B |
| 4 | MGT 3053 | Business Strategy | 3 | A- |
| 5 | MGT 3093 | Research Methodology | 3 | A |

PMS: 2.80

PMS: 2.93

**Related Skills and Knowledge**

**Computer Skills:** Microsoft Office( Words, Power Point, Excel, Project, Publisher), Laptop Format, hardware problem

**Database Management system**: Adobe Dreamweaver, Wampserver

**Basic Programming:** C++ Software (Basic)

**Language Proficiency:** Bahasa Malaysia & English (Good Spoken and Written)

**Licenses**: Full clean driving license B2 and D

**Professional Skill:**

* Possess excellent communication skills, both verbal and written
* Goal oriented and ability to handle multiple tasks
* Highly motivated with strong team spirit
* Able to work with minimal supervision
* Quick learner
* Strong research abilities
* Easy to co-operate with other people
* Time management skills and dependable
* Can work under pressure and meet up datelines

**Relevant Coursework**

* Management
* Human Resource
* Accounting
* Technology
* Information Technology(IT)

**Working Experience**

Dis – April 2013

Restaurant Beria Sdn Bhd,place Sungai Besar,Selangor

* Applied basic culinary skills
* Worked in kitchen

Nov – Dicember 2013

Aeon,Seremban 2 Seremban Negeri Sembilan

* Casual worker
* Worked at Stationary and Interior department

Jun – July 2014

99 Speedmart Sdn Bhd,Kg Baru Cina,Batu 9 Selangor Darul Ehsan

* Casual worker
* Worked in cashier

**Leadership & Extracurricular Activities**

2009

* Co-curricular award
* Dance tour program the Japanese of Kuala Lumpur
* Carnival dance competition ( Peringkat Negeri Selangor)

2010

* Carnival of Seni Budaya ( Selangor Department )
* Larian Bendang Sabak Bernam

2011

* Traditional dance and Rakyat dance competition (KDU University College)
* Carnival tourism student (3P) competition ( Peringkat Negeri Selangor)
* Competition dance traditional under Tourism (3P) ( Peringkat Negeri Selangor)
* Volunteers ( Tadika and Taska Alfa Bestari)
* Larian Serentak 1Murid 1Sukan

2012

* Club gimnasium 1 Malaysia Sabak Bernam
* Walk 10,000 step Merdeka Activities ( The Malaysia Book of Record)
* Competition dance Irama Malaysia ( Peringkat Negeri Selangor )
* Seminar Pengajian Am Daerah Sabak Bernam
* Kursus Bina Taqwa ( Institut Latihan Dan Dakwah Selangor (ILDAS))
* Award of QM Equipment of member Pengangkap Kelana

2013

* Carnival Futsal Belia Malaysia
* Carnival Kesenian dan Integrasi Budaya (UKM)

**References**

Name : Mr. Abdul Aziz Muhamad Yusoh (Industrial Training Coordinator)

Telephone No : 019-2563782

Company : Alpha College of Technology

E-mail : [aziz19yusoh@yahoo.com.my](mailto:aziz19yusoh@yahoo.com.my)

Name : Mr. Andy Bachtiar Bin Ibrahim (Registrar)

Telephone No : 019-2436736

Company : Alpha College of Technology

E-mail : [pendaftar@kolejteknologialpha.edu.my](mailto:pendaftar@kolejteknologialpha.edu.my)