



NUR ANISIMALYN BINTI

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CAREER OBJECTIVE

Considering myself as a team-oriented person that able to communicate well with others. Aspiring to seek for more skills and experiences as I am willing to learn a new thing. Thus, contribute to the growth of the Defence Industry Division, Ministry of Defence.

EDUCATION

<p>2017 - 2021 Bachelor of Industrial Technology Management Universiti Malaysia Pahang Major: Operation Manufacturing Minor: Service Management CGPA: 3.50</p>
<p>2016 - 2017 Science PST Module II Negeri Sembilan Matriculation College</p>

WORKING EXPERIENCES

<p>Mei – September 2021 Industrial Training Student Defence Industry Division, Ministry of Defence Malaysia</p>
<ul style="list-style-type: none"> Assist to liaise with companies in preparation for MIDES registration and audit process Assist to facilitate engagements with industry players Help to maintain and develop industry players database
<p>June - August 2017 Part Time: Sales Assistant 70 s Street Boutique Setapak, Kuala Lumpur</p>
<ul style="list-style-type: none"> Executed process of receiving payments and issuing receipts, keeping track of all cash and credit transactions Initiated sales conversations and making the selling process easy for customers Promoted and assisted customers to obtain goods matches with their own needs and desires

SKILLS AND LANGUAGES

Microsoft Office	Basic
SolidWorks 2016 Software	Basic
Arena Simulation Software	Basic
SAP Hana	Basic

	Malay	English
Writing	Excellent	Excellent
Reading	Excellent	Excellent
Speaking	Excellent	Intermediate

ACADEMIC AWARDS AND

EXTRACURRICULAR ACTIVITIES

<p>2017 - 2021 Dean's List</p>
<p>2019 - 2020 President of Student Representative Residential College 1</p> <ul style="list-style-type: none"> Mediation between students and residential college management Coordinated all programs held by the committee and approving paperwork presented by them Chaired weekly meetings with all committee members
<p>2020 Treasury Mobility Edu-Volunteerism UMP-Vietnam 2.0</p> <ul style="list-style-type: none"> Monitored the budget including income, expenses, and collected funds for the program Prepared financial report
<p>2018/2019 Ambassador of UMP & Faculty of Industrial Management Students Mobility Programme UMP-UTHM</p> <p>Study at a different university and environment experiencing new cultures of a different state as well as meeting new friends and enrich personal development</p>

REFERENCES

<p>En Muhammad Nabil Bin Mohd Munir Assistant Secretary / Internship Supervisor Defence Industry Division, Ministry of Defence Malaysia, m.nabil@mod.gov.my 017-4664146</p>
<p>Ts. Dr Muhammad Fakhru Yusof Senior Lecturer Faculty of Industrial Management Universiti Malaysia Pahang mfakhru@ump.edu.my 09-5493255</p>