

SITI NUR AWANIS BINTI ANUAR
No. 407, Blok 19,
Seksyen 24, 40300,
Shah Alam, Selangor.

GALAXY AEROSPACE (M) SDN. BHD
Suite 11-14, MRO Centre,
Malaysia International Aerospace Centre,
Sultan Abdul Aziz Shah Airport, 47200 Subang,
Selangor Darul Ehsan, Malaysia

19th April 2022

Dear Mr./Mrs./Ms,

APPLICATION FOR PROTEGE PROGRAMME 2022 IN YOUR ORGANIZATION

The above matter refers,

My name is Siti Nur Awanis binti Anuar and you can call me Miss Awanis. I am writing to apply for a Protege Programme 2022 in your organization in which this position has been opened recently. I am a fresh graduate of Bachelor of Engineering (Hons) Mechanical from Universiti Teknologi MARA Shah Alam. My final CGPA is 3.80/4.00 and have been on the Dean's List every semester.

I am looking for a role where I can help make a real impact in the organization and I am ready to take the next step into a career building role. As such, I would like to work for an organization where I can expand my theoretical knowledge and apply it into real life situations.

I have previous experience of working in Dinamik Niaga Resources Sdn. Bhd. during my bachelor's degree internship where I gained knowledge on electrical vehicles and building services. I also have experience of working in Tongtai Machine Tool (SEA) Sdn. Bhd. during my diploma internship period where I gained a good understanding of application machine tools in industry fields.

For your convenience, I have attached my resume for your review. I was delighted to find that my academic accomplishments meet all the necessary requirements. I am seeking a challenging but rewarding position, which is why I was drawn to this exciting opportunity. Thank you for your time and consideration. I hope that you will be able to offer me the opportunity and I look forward to hearing from you soon.

Sincerely,
SITI NUR AWANIS BINTI ANUAR
No. phone: 019-5048827
Email: awanisanuarxx@gmail.com



SITI NUR AWANIS ANUAR

BACHELOR OF ENGINEERING (HONS)
MECHANICAL

CONTACT

Phone : 019-5048827
Email : awanisnuarxx@gmail.com
Address: No. 407, Blok 19, Seksyen 24,
40300, Shah Alam, Selangor.

SKILLS

Technical: Microsoft Office, CATIA, SOLIDWORKS, C++ Program, Wondershare Filmora
Functional: Teamwork, Leadership, Project and Industrial Management, Problem solving, Written communications, Adaptability

AWARDS AND HONORS

- Best student for sixth semester during bachelor's degree level.
- Dean list for six consecutive semesters during bachelor's degree level.
- Best student for three consecutive semesters during diploma level.
- Dean list for six consecutive semesters during diploma level.
- Bronze medalist for the invention/innovation/ design of SHOE-MORE! at International, Invention, Innovation & Technology Design Competition (ITeC 2018).
- Bronze medalist for the invention/innovation/ design of ATLASTIC MOTION STORAGE at The International, Invention, Innovation & Design Competition (IID Johor 2017).
- Silver medalist for the invention/innovation of EXY DURIAN OPENER at 3 RD Thinker Innovation and Entrepreneurship Challenge 2016.

LANGUAGES

Proficient in Malay
Good in English
Beginner in Mandarin

PROFILE

An independent person with outstanding leadership skills, blessed with intellectual-curiosity, capable of creating productive interactions with peers at all levels of the company. In a team, minimal training requirement in learning new skills, good in problem-solving which be able to complete project priority and deliver success results. Seeking for career opportunity that will challenge self skills, developing a leadership and enlarging engineering and business capability.

EDUCATION

Universiti Teknologi MARA (UiTM) Shah Alam | 2019-2022
Bachelor of Engineering (Hons) Mechanical
Final CGPA: 3.80/4.00

Universiti Teknologi MARA (UiTM) Cawangan Johor Kampus Pasir Gudang | 2015-2018
Diploma in Mechanical Engineering
Final CGPA: 3.93/4.00

Sekolah Menengah Sains Banting (BASIS) | 2013-2014
Sijil Pelajaran Malaysia (SPM) (Pure science stream)
Result: 5A 2B 2C

WORKING EXPERIENCES

MECHANICAL ENGINEERING INTERNSHIP (BACHELOR DEGREE)
Dinamik Niaga Resources Sdn. Bhd. | Aug 2021 - Oct 2021

- Involve in there scheduled tasks including vehicle (R100), building services (facilities management) and documentation works.
- Review document and regulations for commercial vehicle and fire protection.
- Prepare simple report and simplify the reviewed regulations.
- Participate online webinar for electric vehicle and facilities management.
- Assist supervisor in completing specification of designed bus.

PART TIME HOME TUTOR

Self Employed | Mar 2019 - Apr 2019

- Teach three subjects for Standard 3 and 6 including Bahasa Melayu, Mathematics, and Science.
- Assist in solving the problem of question paper.
- Make a simple notes for revision purpose.
- Engage with student and parents for any discussions regarding teaching methods.

PART TIME CASHIER SUNWAY PYRAMID ICE

Sunway Group | Nov 2018 - Jan 2019

- Assist customers in the in-store and check-out process.
- Support the department by ringing up the sales, notifying the promotion to customers and aiding in decoration for upcoming celebration such as Christmas Eve and New Year.
- Daily updating of inquiries such as gloves and socks at cashier, key-in the opening and closing data.
- Uphold cleanliness of working area.

REFERENCES

MOHD GHAZALI BIN MOHD HAMAMI

FYP Supervisor, Faculty of Mechanical Engineering, UiTM Cawangan Johor, Kampus Pasir Gudang.

Contact : 011-32088754

Email : ghazali.hamami@uitm.edu.my

PROF. MADYA DR. WAN AHMAD NAJMI BIN WAN MOHAMED

FYP Supervisor, Faculty of Mechanical Engineering, UiTM Shah Alam.

Contact : 012-29817556

Email : wanajmi@uitm.edu.my

PART TIME SALES ASSISTANT

Lagenda Store | Jun 2018 - Sept 2018

- Maintain awareness of all promotions and advertisements and also greeting the customer.
- Participate in updating new stocks and upgrading new codes for price tag.
- Help in ironing, rearrange the layout of the shop and also calculate the balance stocks.
- Uphold the cleanliness of work area.

MECHANICAL ENGINEERING INTERNSHIP (DIPLOMA)

Tongtai Machine Tool (SEA) Sdn. Bhd. | Feb 2018 - May 2018

- Involve in three departments which are Sales and Marketing Department, Service/Application Department and Sales Administrative Department.
- Assist in collecting data, preparing documentation for in house activities, updating and summarize the daily sales activity.
- Involve in public relation activities such as meeting and business event.
- Assist in some maintenance works for machine and learn about basic function of machine controller.

EXTRACURRICULAR ACTIVITIES

- Participate as event planner for Corporate Social Responsibility (CSR) program (2021) via donation to National Cancer Institute (RM550).
 - Represent Faculty of Mechanical Engineering for Netball 'Sukan Antara Fakulti' (SAF) 2019 and won third place competing all faculties at UiTM Shah Alam.
 - Represent Melati College for Netball 'Sukan Kolej' (SUKOL) 2019 and won fourth place.
 - Represent Faculty of Mechanical Engineering for Debate Parliament Style (Bahasa Melayu) (Engineering Day) 2019.
 - Participate as marching contingent of Jabatan Perpaduan Negara & Integrasi Rasional Negeri Selangor for 62nd Independence Day Celebration.
 - Committee members of Persatuan Siswa Siswi Kejuruteraan Mekanikal (PSSKM) session 2018/2019.
 - Volunteer of SEA GAMES KUALA LUMPUR 2017 under Sport Equipment for Field and Track.
 - Participate as an athlete of UiTM Johor for Pencak Silat during 'Karnival Sukan Mahasiswa (KARISMA 2016-2018)
 - Secretariat of 'Majlis Perwakilan Pelajar' (MPP) Session 2016/2017 as Secretariat of Academic and Counselling.
 - Secretariat of 'Majlis Perwakilan Pelajar' (MPP) Session 2015/2016 as Secretariat of Sports and Recreation.
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