



NURUL SAZWANNIE BINTI RIDUAN

EDUCATION

CERTIFICATION: FLIGHT DISPATCHER COURSE
Jeppesen Academy 2016

SIJIL PELLAJARAN TINGGI MALAYSIA
Sekolah Menengah Kebangsaan SANZAC
Major : Economy and Business
Achievement: B+ C+ C- 2013
CGPA: 2.25

CONTACT

nsazwannie@yahoo.com
012-8352390
No. 2, Jalan Sir Ralph Hone
88100 Tanjung Aru
Kota Kinabalu, Sabah

PERSONAL INFO

N.R.I.C : 940329-12-6144
Age : 27 Years
Date of birth : 29 March 1994
Status : Single
Religion : Muslim
Nationality : Malaysian

LANGUAGE

100% MALAY
80% ENGLISH

SKILLS

WEATHER UPDATE 100%
PILOT INTERACTIONS 100%
COMMUNICATION 100%
TEAM COLLABORATION 100%
REGULATORY COMPLIANCE 100%
RECORDS ADMINISTRATION 100%
DATA MANAGEMENT 90%
INSPECTION READINESS 90%
LEADERSHIP 90%
TASK DELIGATION 90%

EXPERIENCE

MALINDO AIR SDN. BHD. Feb 2018 - Jul 2020
Flight Dispatcher Executive

Duties & Responsibilities:

- Assist the PIC in flight preparation and provide the relevant information.
- Assist the PIC in preparing the operational and ATS flight plans. Sign when applicable and file the ATS flight plan with the appropriate ATS unit.
- Responsible for generating operational flight plan (OFP) under his control according to company route provided through Ops Bulletin.

WESTSTAR AVIATION SDN. BHD.

Flight Operation Assistance Dec 2017 - Jan 2018

Duties & Responsibilities:

- Check in passenger before boarding.
- Ensures that daily documentation for the flights are completed accurately and in a timely manner.
- Assist in preparing the operational flight plan.

LAYANG-LAYANG AEROSPACE SDN. BHD.

Flight Operation Assistance June 2014 - Dec 2017

Duties & Responsibilities:

- Monitoring radio communication and aircraft movement.
- Keeping crew involves in the flight operations up-to-date.
- Ensures that daily and monthly reports are completed accurately and in a timely manner.
- Assist in preparing the operational flight plan.

REFERENCE

CAPT NAZARUDIN HUSIEN (DSP)
Royal Malaysia Police Air Operation Force
Sabah Base
Royal Malaysia Police Helicopter Pilot &
Head Of Operational Intel Devision
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