



**ZAHARI AFFENDI ZAKARIA**  
**19, JALAN SUTERA 3/5**  
**TAMAN SUTERA**  
**43000 SELANGOR DARUL EHSAN**  
**MALAYSIA**

**OBJECTIVE**

To gain further exposure and experience to be a professional person in a dynamic and establish organisation which provide excellent opportunity towards a career advancement prospect.

DATE OF BIRTH	2 MARCH 1979
BIRTH PLACE	KUALA LUMPUR
MARITAL STATUS	MARRIED
HEALTH	EXCELLENT
SEX	MALE
NATIONALITY	MALAYSIAN
CONTACT NO	012-6565741
EMAIL	zahariwrx@yahoo.com

**EDUCATION**

1992 – 1996	ST JOHN INSTITUTION KUALA LUMPUR
1997	ACAMEDIC INFOTECH MARA KUALA LUMPUR
1999 – 2002	HELP INSTITUTE COLLEGE UNIVERSITY KUALA LUMPUR

**QUALIFICATION**

2002	B. A (Hons) IN BUSINESS INFORMATION SYSTEM
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## **WORKING EXPERIENCE**

<b>COMPANY</b>	<b>COMFORI SDN BHD</b>
<b>NATURE OF BUSINESS</b>	Training Provider & Event Organizer
<b>DESIGNATION</b>	Senior Business Development Consultant
<b>DURATION</b>	February 2007 – September 2009
<b>JOB FUNCTIONS</b>	

- Manage full process of sales cycle, from lead generation, cold calling, consultation to closing
- Execution of sales strategies to reach company's sales goals
- Hit sales targets as determined by the manager
- Prepare reports on payments when requested
- Follow up on payments with customers
- Growth opportunities for high achievers

<b>COMPANY</b>	<b>TROPICS GALLERY SDN BHD</b>
<b>NATURE OF BUSINESS</b>	Retail & Manufacturing
<b>DESIGNATION</b>	Assistant Business Development Manager
<b>DURATION</b>	October 2009 – November 2010
<b>JOB FUNCTIONS</b>	

- Constantly generating new sales for Executive Search Division and able to meet monthly sales target
- Attend to client's enquiry and maintain regular visit to existing customers
- Identify and develop new business opportunities while maintaining successful retention of existing customers
- Increase sales awareness of the existence of the company by planning and executing good marketing and promotion plans.

COMPANY	<b>SYARIKAT GAS SINAR HARAPAN SDN BHD</b>
NATURE OF BUSINESS	Petronas LNG Premier Dealer
DESIGNATION	Operation & Marketing Manager
DURATION	December 2010 – November 2014
JOB FUNCTIONS	

- Working closely with PETRONAS as a premier dealer of Bangi, Kajang, Semenyih and Putrajaya area
- Generating sales and able to meet monthly sales target set by PETRONAS
- Attend to customer's enquiry and maintain regular visit to existing dealers
- Tackle competitor's brand dealer to convert to Petronas brand
- Handle operations work as refilling cylinders from Malacca refinery plant to store in Kajang and distribute to PETRONAS dealers

COMPANY	<b>CLINWASTE (M) SDN BHD (Radicare Group)</b>
NATURE OF BUSINESS	Hospital Support Service
DESIGNATION	Healthcare Waste Operation Manager
DURATION	December 2014 – April 2020
JOB FUNCTIONS	

- Responsible for the management and coordination of daily activities to Group Operation branches and private clients in the most effective and efficient manner.
- Plan, organise and implement effective Customer Relationship Management in maintaining in high confidence level within Group Concession Operation branches and private clients in term of service provision.
- Ensure service compliance of Group Concession Operation branches in relation to MOH rules and regulations, MAP, TRKPI and HSIP and adopt the similar practices to private clients.
- Manages monthly expenditure and ensure prudent utilization of approved annual budget to meet daily service requirements stipulated under the Concession Agreement and private clients agreed requirements.
- Provide support on Concession Agreement guidelines, rules and regulation, ISO 9001:2008 procedures and statutory requirement in relation to service provision.
- Formulate action and mitigation plans to assist Group Concession Operation branches and private clients on service enhancement, improvement and complaint management as per Annual Business Plan.
- Coordinate with other shared services and fleet in ensuring best practises to deliver service provision meeting agreed requirement and statutory regulations.
- Represent HWMS at Ministry level, State MOH level and attends to private clients performance meetings.

- Develop alliance with other concession companies in relation to area service, standard practices and uphold the Concession interest towards MOH requirements.
- Provide User Training as and when required, convey and implement service updates upon new directives from MOH and adopt a similar strategy to private clients.
- Monitor, schedule and conduct site visit, operation audits and problem solving mechanism to Group Concession Operations branches and private clients.
- Ensure timely revenue collection from private clients and maintain comfortable chart.
- Preparation of Departmental Annual Budget, Yearly Business Plan and annual set of objectives.
- Identify annual service improvement project, to enhance service to Group Concession Operation branches and private clients.
- Management Representative for ISO 9001:2008, EMS 14001, OHSAS 18001 and Committee Chairman for EMS Group Committee, Health & Safety Committee and Emergency Response Team.
- Custodian for Healthcare Waste Management Service ISO 9001:2008, EMS 14001 & OHSAS 18001 procedures, work instructions and guidelines.
- Undertake other duties and responsibility as may be assigned by the Management from time to time or as when necessary for the effective realizations of the job purpose.

COMPANY	<b>CENVIRO SDN BHD ( Kualiti Alam )</b>
NATURE OF BUSINESS	Scheduled Waste Management Centre
DESIGNATION	Asst. Manager Supply Chain Operation
DURATION	December 2020 – January 2023
JOB FUNCTIONS	

- Assist in providing advices on logistics matters and procedures as well as on enforcement of Logistics to relevant parties.
- Liaising closely with transporters on day to day issues.
- Monitor and analyse data from transporters including GPS, speed limit, harsh breaking and driver behaviour.
- Training & educate drivers on product handling, transport related HSE, handling emergencies
- To plan, coordinate and enhance driver safety programmes including driver working hours, training and audit in accordance to regulatory requirement.
- To complete in accident and incident reporting by arranging proper communication between Cenviro Group and all parties involved and related report.
- To investigate the accident and incident involving transportation.
- To ensure all vehicle meet safety requirement as through random vehicle audit and it is to meet local Authority requirement (JPJ, APAD, DOE, DOSH, NEA & Etc).
- To manage and monitor Trucks Maintenance and Downtime.
- To perform Road Hazard Mapping.
- To attend to any issues related to Safety and Maintenance.
- To investigate and give feedback on any issue or complaint raised by customers and drivers.
- To monitor and ensure that criteria of Road Transport Safety requirement are met both company and transporter.
- Manage milk run concept collections
- To manage and arrange vacuum truck for Internal Cleaning Services.
- Project. Managed:
  - Provision and desludging sludges: Petronas Utilities Gebeng
  - Collection of spent ammonia: Petronas Chemical Fertilizer Kedah
  - Collection of mix oil water: TNB Power Generation Pasir Gudang
  - Provision for desludging oily water: TNB Power Plant Jimah
  - Desludging of liquid sludges: Texas Instruments KL
  - Cleaning of chiller services: Asiaflex Tanjung Langsat

- Collection spent caustic: PRPC Pengerang
- WWTP underground line cleaning: Pharmaniaga Bangi
- Phosphate discharge: Perodua Manufacturing
- Collection of Formaldehyde: HUKM Specialist

## **EXPERIENCE GAINED**

- Able to interact well with people at all levels.
- Able to work under tight datelines.
- Gain to be customer oriented with good communication and interpersonal skills.
- Capable to work independently.
- Be mature and self-motivated person.

## **REASON FOR LEAVING**

Looking for a better opportunity for career growth.

## **INTERPERSONAL TRAITS AND SKILLS**

- Highly motivated and inquisitive.
- Sense of responsibility.
- Dynamic team player.
- Creative and resourceful.
- Fast learner, enjoy challenges and hard working.

## **REFEREES**

1. MS GABRIEL JOSEPH  
Analyst  
AMERICAN EXPRESS MALAYSIA SDN BHD  
18<sup>th</sup> Floor Menara Weld  
Jalan Raja Chulan  
50250 Kuala Lumpur
2. ZULHAIZAL AHAMAD PAZIR  
Acting Team Leader  
COMFORI SDN BHD  
E-02-03, EAST WING, SUBANG SQUARE BUSINESS CENTRE,  
JALAN SS 15/4G, 47500 SUBANG JAYA,  
SELANGOR DARUL EHSAN.
3. NURAINI HUSAIN  
Human Resource Department  
Clinwaste (M) Sdn Bhd  
Lot 5, Jalan Waja 16, Kawasan Perusahaan Telok Panglima Garang  
42500 Selangor Darul Ehsan.

**EXPECTED SALARY**

RM 8,500 (Negotiable)