

# JIHAN BALQIS BINTI NASIP

Bangsar South, 59200 Kuala Lumpur

016-2307463 | jihanbalqis82@gmail.com | linkedin.com/in/jihanbalqis/

---

## SUMMARY

**Young and adaptable**, Information Technology (Hons.) Intelligent System Engineering graduates that seek a challenging career in Information Technology fields. Possess knowledge in IT with major in **Artificial Intelligence** and have <1 year experience in IT Security field in Banking sector.

---

## KNOWLEDGE AND SKILLS AREA

Knowledge : Project Management Life Cycle, Data Analytics, Development, IT Security Policy  
Technical : Language (Python, R, C++), Database (MYSQL), Tools (Power BI, Tableau, SPSS, Microsoft Office)

---

## EDUCATIONAL BACKGROUND

### Highest Education

Field of Study : Bachelor of Information Technology (Hons.) Intelligent System Engineering  
Institute : Universiti Teknologi MARA, Shah Alam  
Duration : September 2017 - January 2021 (3.5 years)  
Cgpa : 3.25

### Second Highest Education

Field of Study : Biology/Physics  
Institute : Kolej Matrikulasi Labuan  
Duration : May 2016 - April 2017 (1 year)

---

## WORK EXPERIENCE

### 1. MALAYAN BANKING BERHAD (MAYBANK)

#### **Protégé, IT Security Governance (April 2021 - Present)**

Responsibilities:

- Evaluate and research vulnerabilities content frequently using CVE to ensure meticulous decision of assessment
- Perform security review to scrutinized user devices to ensure high compliance throughout the company IT Security policy
- Build awareness and developed security assessment on global scale MBB branches through E-learning
- Assists and communicate with Maybank staff and group in the management and oversight of security program functions that require my help in terms of exception request
- Responsible to make decision in a short time and firmly regarding end user exemption
- Performs other related duties as assigned

### 2. EXPORT-IMPORT BANK MALAYSIA BERHAD (EXIM)

#### **Intern, Information Security (September 2020 – January 2021)**

Responsibilities:

- Collaborate with InfoSec team in conducting a new awareness and enforcement of information security policies and standards of EXIM IT Policy and Framework
- Support the team in requirement gathering from the internal and external stakeholders for all initiative under the Digital Transformation Program (DTP)
- Facilitate team in the submission of document for internal management purpose, notification, and approval that result in high efficiency to complete company goals and initiatives - Assigned task to handle RFI and RFQ document with vendors
- Facilitate the team for project implementations under the DTP program covering in the technical deliveries and its documentation using project lifecycle technique

### 3. EN PROJECTS (M) SDN BHD

#### **Elite Officer (March 2019)**

Responsibilities:

---

- Accompany delegations from India throughout the duration of their visit to Langkawi International Maritime and Aerospace Exhibition 2019 (LIMA'19) and serve as their main point of contact and communication channel through day-to-day issues relating to all aspects of their visits are resolved
- Understand delegates schedule, travel, and accommodation arrangement as pre-arranged by the organizing secretariat
- Liaise with key contact to ensure delegates movements and requirements are arranged on the daily basis, for the following day
- Liaise on daily basis with team leader to report on delegates activities, any issues arising and planning for the next day
- Handle special administrative projects and overflow work from other assistants

---

#### THESIS PROJECT

---

Lecturer Timetable Optimization Using Genetic Algorithm (2019-2020)

1. Identifying problem constraints involved in timetabling process
  2. Designing and evaluating timetable using different parameter setting in Genetic Algorithm
- 

#### INVOLVEMENT

---

1. **MDEC-UiTM Premier Digital Tech Career (2019)**  
Facilitated organizer and faculty final year students in their virtual interview with companies for practical training placement
  2. **MDEC NXFORCE Cybersecurity Capacity Building Program, Sunway University (2019)**  
Participated and completed ISACA CSX Cybersecurity Fundamental training and hands-on certification
  3. **AI Society Club Dinner and Graduation Farewell (2019)**  
Organized and planned a dinner event for all club members, final year students and lecturers
  4. **PROSOLVE National Programming Competition (2018)**  
Organized competition with almost 30 participation groups from universities in Malaysia
  5. **In Kindness We Unite (2018)**  
Organized university community program under BSMM club with *Rumah Anak Yatim* and in charge as food bureau
  6. **Program Latihan Bencana Alam (2018)**  
Participated and experienced in *Latihan Bencana Alam* at Ulu Langat organized by BSMM, UiTM for 3 days and 2 nights
  7. **First Aid Awareness (2019)**  
Participated in First Aid program organized by BSMM, UiTM to gain knowledge in basic first aid
  8. **AI Society Annual Grand Meeting (2018)**  
Organized AGM event to welcome the new joiners and in charge as food bureau and banquet
  9. **Member of Artificial Intelligent (AI) Society (2017-2020)**
  10. **Member of Bulan Sabit Merah Malaysia, BSMM (2017-2018)**
- 

#### REFERENCE

---

Name : Muhammad Firdaus Mahadi  
 Phone : 0187754910  
 Position : System Analyst  
 Company : Maybank Berhad

Name : Hamizan Abu Yazid  
 Phone : 0183753695  
 Position : Lecturer  
 Company : Kolej Matrikulasi Labuan