



NURHAFIZAH BT ABD SHARIFF

14-1-13, Palladium Condominium, Jalan Gurney 2, 54000
Kuala Lumpur.

Phone: 014-2528318 / 019-3531278

Email: ijashariff90@gmail.com

OBJECTIVE

Looking for an opportunity to develop and enhance my career in computer science and information technology field. I am looking for a job that provides me a job satisfaction and self-development and at the same time help me to achieve personal as well as organizational goals.

PERSONAL PARTICULARS

Age	: 26 Years Old	Gender	: Female
DOB	: 4 October 1990	Marital Status	: Single
IC No.	: 901004-08-6146	Nationality	: Malaysian

ACADEMIC BACKGROUND

- 1. BACHELOR OF INFORMATION TECHNOLOGY (HONS) IN COMPUTER SYSTEM SECURITY**
Jan 2012-Jan 2015 : Universiti Kuala Lumpur (UniKL, MIIT)
CGPA: 3.37
Convocation: October 2015
- 2. DIPLOMA IN COMPUTER SCIENCE**
June 2008-June 2011 : Kolej Poly-Tech Mara Kuala Lumpur
CGPA: 3.05
Convocation: October 2011
- 3. SIJIL PELAJARAN MALAYSIA**
2006-2007 : Sekolah Menengah Teknik Teluk Intan, Perak

AWARDS

Dean's List Award, Semester 7, 2015

RELEVANT EXPERIENCE

May 2015 – Present	IT Support, Celcom Axiata Berhad, Menara Celcom, Kuala Lumpur. <ul style="list-style-type: none">• Attach on Security Solution & Delivery Department, Enterprise Information Security Compliance Division• Understand the project under Security Solution & Delivery Department• To review and update Celcom security manual policies• Conduct the project, Celcom Remote Access VPN with VASCO DIGIPASS Two Factor Authentication• System administration for Celcom Remote Access VPN with VASCO DIGIPASS Two Factor Authentication to ensure continuity the business process in Celcom environment• Manage all the document for CSPA Project for Celcom• Engaged the project SavePasswordPortal• Design the Security Architecture Diagram for Security Department• Handle personal data (PDPA) related queries or complain
--------------------	---

RELEVANT EXPERIENCE	
	<ul style="list-style-type: none"> • Develops security awareness by providing orientation, educational programs, and on-going communication. • Organize and take minutes that reflect the decisions and discussion that took place during division meeting
Sept 2014 – Jan 2015 (4 month)	Industrial Training, Royal University of Agriculture (RUA), Phnom Penh, Cambodia <ul style="list-style-type: none"> • Redesign RUA website which is create a database, search function for staff page and design page for new faculty • Create e-learning RUA website • Training for RUA student using the GAP website
Jan 2011 – April 2011 (4 month)	Industrial Training, AGROBANK BERHAD, Sungai Besar, Selangor <ul style="list-style-type: none"> • Maintain and key in the data customer details using Bank Pertanian Malaysia Bank Delivery System and Credit Tips of Services (CTOS) report system • Update records of borrowers credit scheme paddy in system • Make a letter to the borrower repayment schedule and reminder letter to borrowers who do not repay their loans or have arrears • Reporting application restructuring financing • Help record housekeeping

COURSE & TRAINING

2016 (January)	Project Management Fundamental
2015 (November)	Risk Management Introduction Training Course (ISO 31000:2009)
2015 (December)	Personal Branding & Business Ethics with S.U.R.F.E.R
2015 (November)	Training (My Job My Pride)
2015 (December)	P.O.W.E.R Pack Presentation Skills
2013 (December)	Web Security (Offensive & Defensive) Workshop
2008 (Jan – Mac)	Computer Application Skill Course, IT Base cooperation with Youth and Sport Ministry and UPM

CURRICULAR ACTIVITIES

Universiti Kuala Lumpur (UniKL, MIIT)

2013 (December)	Secretary for Web Security (Offensive & Defensive) Seminar Club of IT Security Audit and Assessment
2013 (May)	Participate performance during UNIKL MIIT Language Carnival
2013 (January)	Participate in community service to an orphanage home in Selangor
2012 (November)	Participate in red ribbon program and visiting shelter home in Bandar Tun Razak
2012 (Mac)	Participate Program Kursus Asas Jabatan Pertahanan Awam Malaysia (JPAM) at Batang Kali

Kolej Poly-Tech Kuala Lumpur (KPTMKL)

2010 (Mac)	Involve' Agrobank Adopted Village' program
2009 (October)	Island Extreme Club Camping
2008 (November)	Kem Belia Berwawasan, National Antidadah Agensi

School : Sek. Men. Teknik Teluk Intan, Perak

2007	Assistant Prefect of School
2007	Vice-chairman of the Association of Science and Mathematics
2007	Secretary of the Association of the Red Crescent and Handball Club
2006	Editor School

ADDITIONAL INFORMATION

Willing to Travel/ Relocate	:	Yes
Possess Own Transport	:	Yes
Expected Monthly Salary	:	RM 2,600.00 (Negotiable)
Availability	:	Immediately after notice period of a month

SKILLS AND ABILITIES

LANGUAGES (10-Most Excellent, 1-Least Excellent)

Written	:	Bahasa Melayu	(9)	English	(6)
Spoken	:	Bahasa Melayu	(9)	English	(6)
Mandarin	:	Basic			

COMPUTER SKILLS

Microsoft Office, Microsoft Project, Microsoft Visio, Adobe Dreamweaver, PHP myAdmin, Visual Basic, Packet Tracer, Adobe Illustrator, Linux, Adobe Photoshop

REFERENCE

- 1) Pn. Herny Ramadhani bt Mohd. Husny Hamid**
Program Coordinator BCSS,
Universiti Kuala Lumpur,
Malaysian Institute of Information Technology (MIIT),
1016, Jalan Sultan Ismail,
50250 Kuala Lumpur
Email: herny@unikl.edu.my
Phone Number: 03-2175 4370
- 2) Azrulizam bin Tumiran**
Head Security Solutions & Delivery,
Enterprise Information Security & Compliance,
Celcom Axiata Berhad,
Level 16, Menara Celcom,
82, Jalan Raja Muda Abdul Aziz,
50300 Kuala Lumpur
Email: azrulizam@celcom.com.my
Phone Number: 019-2234899