



MALVIN MUAL ANAK BILLIE



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1H/1, Desa Pujut 2, Bandar Baru Permyjaya
98000 Miri, Sarawak

LANGUAGES

Bahasa Malaysia *Advanced*

English *Advanced*

Bahasa Iban *Advanced*

PROFESSIONAL SKILLS

Microsoft Office	Public Relations
Research	Data Analysis
Auditing	Communication
Critical Thinking	

TRAINING & COURSE

- ✓ Personal Empowerment for Organizational Excellence (2016-SOPB).
- ✓ Managing Misconduct and Domestic Inquiry (2018-SOPB).
- ✓ ISO 9001:2015 Internal Audit (In-House Training) (2019-SOPB).

ACTIVITY

- ✓ Main committee for SOPB 55th Anniversary Telematch, 2023
- ✓ Main committee for SOPB Annual Dinner, 2018
- ✓ Participated in AIESEC Malaysia (Curtin University) Global Village Presentation, 2015

Expected Salary

- ✓ MYR 3,200
- ✓ MYR 2,950 (Current Salary)

ABOUT ME

Well-organized, detail-oriented and self-motivated individual with more than 5 years of experience in Internal Audit for Plantation Sector. Aiming to secure a responsible and a challenging position in a reputable organization where I can apply data analysis, critical thinking and strong communication skills for the company growth.

WORK EXPERIENCES

Sarawak Oil Palms Berhad

March 2018- Current

Position : Internal Audit Executive

Job scope :

- ✓ Lead team for in-field audit at Plantation, Milling & Downstream Operation.
- ✓ Perform risk-based audit, root cause analysis, prepare work audit papers by quarterly and outline proposal and existing flowchart.
- ✓ Accomplish and reporting special projects and process improvement on ad-hoc basis to various departments.
- ✓ Conduct in-house system testing and verification.

Sarawak Oil Palms Berhad

June 2016-February 2018

Position : Internal Audit Assistant

Job Scope :

Assist in Department with:

- ✓ Traveled to site for in-field audit.
- ✓ Performed risk based audit, root cause analysis and prepared work audit papers by quarterly.
- ✓ Executed special projects and process improvement on ad-hoc basis.
- ✓ Conducted FFB Grading Quality Control.

HSBC Bank (Miri Branch)

September 2012-February 2013

Position : Internship (Global Trades & Receivables Finance Department)

Job Scope :

- ✓ Perform clerical work assigned
- ✓ Assisting in handling customers' shipping documents
- ✓ Assisting in facilitating customers' trades from releasing payments and inventories to traders.

EDUCATION

Bachelor Of Business Administration

2010 - 2015

Institute : Curtin University (Sarawak Campus)

Foundation In Business Studies

JUNE 2008 - DEC 2009

Institute : Swinburne University (Sarawak Campus)

REFERENCES

Madam Priscilla Juan

Senior Admin Executive
Sarawak Oil Palms Berhad (SOPB)
Mobile No: 019-8249575

Mr. Joseph Ling Tiong Ing

Assistant Head of Support & Services
Sarawak Oil Palms Berhad (SOPB)
Mobile No: 019-8851622