

NUR SYAFIQAH BINTI MOHD YASIN

☎ 010-7905488

| ✉ nursyafiqahmohdyasin@gmail.com



D-7-17, PPR Kerinchi,
Jalan Pantai Permai, Pantai Dalam
59200, W.P. Kuala Lumpur



ABOUT ME



Name: Nur Syafiqah binti Mohd Yasin

Date of Birth: 18 September 1995

Nationality: Malaysian

Expected Salary: RM4000.00
(Negotiable)

PROFESSIONAL SKILLS



Homestyler : Intermediate
HTML : Basic
Web Design : Basic
Adobe Photoshop : Basic
Microsoft : Advance

PERSONAL SKILLS



Creativity : Excellent
Team Working : Excellent

LANGUAGES



English : Intermediate
Malay : Advance

REFERENCES



Mr. Roshidi bin Sharif
HOD Medical Record
Pantai Hospital Kuala Lumpur
Tel: 03-22960794

Mrs. Noradila binti Gazali
Senior Executive Medical Record
Pantai Hospital Kuala Lumpur
Tel: 03-22960462

SOCIAL MEDIA



LinkedIn:
@Nur Syafiqah Mohd Yasin

OBJECTIVES



I am Nur Syafiqah binti Mohd Yasin. I am highly interested in any field with extensive experience in any related position to my course. I am looking for a valuable working experience in a well-respected company. I also want to obtain a position that could polish up my skill and gain knowledge in Records Management or related, where I could contribute in achieving company goals.

Interested Field: Medical Records, Records Management, Health Information

Availability: Immediately

WORKING EXPERIENCES



INTERNSHIP

(Aug 2018-Dec 2018)

Internship at Pantai Hospital Kuala Lumpur

- Sorting and filing medical records
- Key-in inactive medical records into the system

MEDICAL RECORD OFFICER

(Feb 2019 – April 2024)

Pantai Hospital Kuala Lumpur

- Assist in the planning, management and development of the department.
- Responsible for the medical report and insurance claim processes, collection, compilation and reporting of hospital data.

MEDICAL RECORD EXECUTIVE

(May 2024 – Now)

Cengild G.I Medical Centre

- Processing of medical report application.
- Provide monthly analytical statistics and data of patient for the management on future strategic planning and development of the hospital.
- Monitoring and reporting the hospital performance indicator relating with Medical Record Department in monthly meeting.

EDUCATION



Universiti Teknologi MARA, Kampus Puncak Perdana (2015 – 2018)

Level : Bachelor

Field : Bachelor of Information Science (Hons.) Records Management

SMK St. John Bukit Nanas, KL (2013-2014)

Level : Sijil Tinggi Pelajaran Malaysia (STPM)

Field : Arts

EXTRA CURRICULAR



- Participant in "Bengkel Photoshop" at UiTM Puncak Perdana
- Organizer in "Dark Web: Is Your Personal Data Secured?" at UiTM Puncak Perdana
- Presenter for Artoons Archive in Planning and Design Archival Repositories
- Presenter for "Silat Pukulan Melaka" on Kolokium Sejarah Lisan at UiTM Puncak Perdana