



NURUL ANIS AFIFAH MARZUKI

OBJECTIVE

A highly dependable and reliable fresh graduate degree in Quantity Surveying seeking for opportunity to continuously improve skills and pursue the challenging position with a competitive firm, utilizing education background in Quantity Surveying industries.

CONTACT

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📍 No 9, Lorong 45, Taman Guar Perahu, 14000, Bukit Mertajam, Pulau Pinang

COMPUTER SKILLS

- Microsoft Word
- Microsoft PowerPoint
- Microsoft Excel
- Canva
- CostX
- Revit

LANGUAGE

- Malay - Native
- English- Intermediate

EDUCATION

Bachelor in Quantity Surveying (Hons)

Universiti Teknologi MARA (UiTM)

2021- 2024 (CGPA : 3.50)

Diploma in Quantity Surveying

Universiti Teknologi MARA (UiTM)

2018 - 2021 (CGPA : 3.56)

WORK EXPERIENCE

Protege Quantity Surveyor

February 2024 - Present

JABATAN PENGAIRAN DAN SALIRAN PULAU PINANG

- Assists in preparing tender document
- Assist in preparing interim payment
- Attend site valuation
- Attend site meeting
- Assists in preparing statement of final account
- Assists in preparing bill of quantities

Internship Trainee as Quantity Surveyor

October 2023- January 2024

AMAN SETIA GROUP

- Assist in preparing quantity take off for tender.
- Preparing bill of quantities
- Assist in preparing tender document.
- Preparing documentation for tender document and contract document.
- Assists in preparing purchasing listing record for material and machinery.

Internship Trainee as Quantity Surveyor

October 2020 - February 2021

JURUKURBAHAN H&A

- Assist in preparing quantity take off for tender
- Assist in preparing bill of quantities
- Assist in preparing final account
- Accompany supervisor to the site meeting
- Accompany supervisor to the site valuation

CO-CURRICULAR

- Participate in AQSA International Congress 2023 in Sibu, Sarawak.
- Volunteered in Lawatan Kolaborasi Universiti Malaya ke Program Sarjana Ukur Bahan UiTM Perak 2022
- Participate in 6th International Undergraduate Seminar on Built Environment and Technology (USBET) 2023 in UiTM Perak.

SKILLS

- Excellent communication skills.
- Strong organizational and time management skills.
- Solid leadership and team working skills.
- Excellent analytical and mathematical skills.
- Creative thinking and easy adaptation to the new environment.
- Good learning agility and willingness to learn something new.
- Ability to prepare high-quality documents, reports and spreadsheets.
- Experience of the tender stage and dealing with procurement issues.

REFERENCES

Ms. Nur Izati Binti Kamarjaman

Quantity Surveyor cum Purchasing
Aman Setia Group
Phone: 018-4653361
Email: nurizatizati@gmail.com

En. Mohd Effiezal Bin Mat Lotpi

Quantity Surveyor
Jurukurbahan H&A
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