

RESUME

Name : Koh Yuan Ting
Gender : Female
Age : 22
Address : Kondominium Delima Emas, 14100,
Simpang Ampat, Penang, Malaysia.
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Personal Detail

EDUCATION BACKGROUND

2021 - 2024 Bachelor in Quantity Surveying (Honours)

Tunku Abdul Rahman University of
Management and Technology
(Main Campus)
CGPA: 3.48 (202309)

2019 - 2021 Diploma in Quantity Surveying

Tunku Abdul Rahman University of
Management and Technology
(Penang Campus)
CGPA: 3.58 (202009)

2014 - 2018 Sijil Pelajaran Malaysia (SPM)

SMJK Keat Hwa II, Kedah
Science Stream

WORKING EXPERIENCE

PTL Builder Sdn Bhd (Nov 2023 – May 2024)

Position: Trainee (Project Department)

Description:

- ◆ Prepared quantity take-off for building works and prepared BQ
- ◆ Assisted in monitoring the defective works during DLP periods

Teguh Harian Sdn Bhd (May 2021—August 2021)

Position: Trainee (Contact Department)

Description:

- ◆ Prepared quantity take-off for building works and prepared BQ
- ◆ Prepared monthly progress claims & final accounts to sub-contractors
- ◆ Prepared and complied tender documents for tender submission.

LANGUAGES SKILLS

Languages	Written	Spoken
English	6/10	6/10
Bahasa Malaysia	6/10	6/10
Chinese	8/10	8/10

SOFTWARE APPLICATION

- ◆ Microsoft Word, Excel, PowerPoint
- ◆ AutoCAD

RELEVANT COURSEWORK

- ◆ Measurement
- ◆ Contract Management
- ◆ Cost Management
- ◆ Price Analysis
- ◆ Construction Technology
- ◆ Procurement System
- ◆ Contract Documentation

PERSONAL STRENGTHS

- ◆ Willing to work hard and develop new skills
- ◆ Able to manage time and committed to reach targeted goals
- ◆ Ability to work independently

REFERENCE

Puan Hidayu Murni Binti Abu Hussian

TAR UMT

Jalan Genting Kelang, Setapak 53300,
Kuala Lumpur

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