



NUR ATIKAH BINTI SAIFUL-NIZAM

BACHELOR DEGREE IN DEVELOPMENT MANAGEMENT WITH HONOURS(MAJOR) LOGISTICS AND TRANSPORTATION (MINOR)

A student who is enthusiastic and committed to expanding his knowledge and experience in the field of development management. Possess good communication skills, strong analytical skills, and readiness to learn and adapt quickly. Hoping to take the first step in a professional career through an internship at Penang, where I can apply my theoretical knowledge in practical situations, as well as gain valuable insight from experienced professionals.

CONTACT

Phone

+6011-69419759

Email

tikahsaifulnizam@gmail.com

Address

No 12, Lorong 5/1,
Taman Kuala Bekah,
13100 Penang, Pulau Pinang.

LANGUAGE

BAHASA MELAYU

(Native/Bilingual)

BAHASA INGGERIS

(Conversational)

MANDARIN

(Conversational)

COMPUTER SKILLS

- MICROSOFT WORD
- MICROSOFT EXCEL
- MICROSOFT POWERPOINT
- MICROSOFT OUTLOOK
- MICROSOFT ONEDRIVE
- MICROSOFT ONENOTE
- MICROSOFT SHAREPOINT
- CANVA
- AUTOCAD SOFTWARE
- SKETCHUP SOFTWARE
- VRAY SOFTWARE
- PHOTOSHOP SOFTWARE
- INDESIGN SOFTWARE
- DIGIMAPS SOFTWARE
- CADMAPPER SOFTWARE
- SPSS SOFTWARE

EDUCATION

2021- 2025 (NOW):

UNIVERSITY UTARA MALAYSIA (UUM)

2019-2020 :

TINGKATAN ENAM SEKOLAH MENENGAH KEBANGSAAN TELOK AIR TAWAR, BUTTERWORTH.

2014-2018 :

SEKOLAH MENENGAH KEBANGSAAN GEMILANG, PADANG BENGGALI, BUTTERWORTH.

2008-2013 :

SEKOLAH JENIS KEBANGSAAN CINA AIK KEOW, PENAGA.

ACADEMIC ACHIEVEMENT:

- SEMESTER 5 (DEGREE) : 3.86 (GPA) 3.65 (CGPA) (LATEST)
- SIJIL TINGGI PELAJARAN MALAYSIA (STPM) : 3.34
- SIJIL PELAJAR MALAYSIA (SPM) : 1A- 2B+ 1B 3D 1E (SCIENCE STREAM)

MY POSITIONS (LEADERSHIP):

- (2022-2023) TIMBALAN SETIAUSAHA KELAB PENGUCAPAN AWAM UNIVERSITI UTARA MALAYSIA (UUM)
- (2022-2023) TIMBALAN EXCO INTEGRITI, KOMUNIKASI DAN ANTARABANGSA KELAB CHAPTER PULAU PINANG, UNIVERSITIUTARA MALAYSIA (UUM).
- (2021-2022) TIMBALAN EXCO INTEGRITI, KOMUNIKASI DAN ANTARABANGSA KELAB CHAPTER PULAU PINANG, UNIVERSITIUTARA MALAYSIA (UUM).
- (2021-2022) ASSISTANT HEAD OF THE CLASS AT UNIVERSITY.
- (2014- 2020) LIBRARIAN OF SCHOOL LIBRARY.
- (2019-2020) COMMITTEE MEMBERS KELAB PERSATUAN TINGKATAN ENAM.
- (2019-2020) COMMITTEE MEMBERS CLUB PETANQUE.
- (2019-2020) DEPUTY CHAIRMAN CLUB SEJARAH DAN PATRIOTISME.
- (2019-2020) COMMITTEE MEMBERS CLUB BOLA TAMPAR.
- (2017) ASSISTANT LEADER OF ECONOMIY UNIT DAKWAH AL-IMTIYAZ(UDIM)
- (2018) LEADER OF ECONOMIY UNIT DAKWAH AL- IMTIYAZ(UDIM).
- (2017-2018) COMMITTEE MEMBERS CLUB BAHASA MELAYU.
- (2017-2018) THE CHAIRMAN PERSATUAN PERGERAKAN PUTRI ISLAM MALAYSIA (PPIM).
- (2017-2018) ACTIVE MEMBERS CLUB SOFBOL.
- (2019-2020) ACTIVE MEMBERS PERSEKUTUAN PENGAKAP MALAYSIA.
- (2019-2020) COMMITTEE MEMBERS OF PROJEK MURAL TINGKATAN ENAM.
- (2019-2020) COMMITTEE MEMBERS OF REKOD AND AUTOMASI OF SCHOOL LIBRARY.
- (2019) COMMITTEE MEMBERS OF PROGRAM #KITASIHAT PRINGKAT KEBANGSAAN.

AWARD AND ACHIEVEMENT:

- (2023/2024) DEAN'S AWARD OF ACADEMIC EXCELLENCE FOR FIRST SEMESTER OF THE 2023/2024 SESSION
- (2022/2023) DEAN'S AWARD OF ACADEMIC EXCELLENCE FOR SECOND SEMESTER OF THE 2022/2023 SESSION
- (2023) DANGEROUS GOODS MANAGEMENT PROFESSIONAL CERTIFICATE
- (2021/2022) TOOK PART IN WEBINAR PEMBELAJARAN SECARA ATAS TALIAN DI PASCA ENDEMIK COVID-19.
- (2020) STPM SEMESTER 2 PENCAPAIAN GRED PURATA TERTINGGI.
- (2016) ANUGERAH KECEMERLANGAN AKADEMIK TINGKATAN 2 .
- (2014) TERBAIK TINGKATAN 1.
- (2017-2018) PROGRAM PELAJAR BUMIPUTERA CEMERLANG SAINS (PBCS) KOHOT 5.

SKILL

- SPREADSHEETS
- IDEATION LEADERSHIP
- ORGANIZATIONAL SKILLS
- PROBLEM-SOLVING SKILLS
- COMMUNICATION SKILLS
- TEAMWORK SKILLS
- CRITICAL THINKING SKILLS
- CREATIVE THINKING SKILLS
- DECISION MAKING SKILLS
- TIME MANAGEMENT SKILLS
- LANGUAGE SKILLS
- ADMINISTRATIVE SKILLS.
- CONFLICT RESOLUTION
- EMPATHY
- DATA ENTRY
- GOOD COMMUNICATION SKILLS

REFERENCE

COORDINATOR:

Pn. Sakinah Sabudin
Assistant Registrar ,
University Utara Malaysia (UUM),
+6049284914
s.sakinah@uum.edu.my

LECTURER:

Dr. Mohd Syahril Bin Said
UUM College of Law, Government
and International Studies,
University Utara Malaysia (UUM),
04-9287971 / 019-2217881
md.syahril@uum.edu.my

SV LECTURER:

Mohd. Rizal bin Safar
UUM College of Law, Government
and International Studies,
University Utara Malaysia (UUM),
04-9287970 / 019-4786700
s.rizal@uum.edu.my

COCURRICULUM ACHIEVEMENT:

- (2022) TOOK PART IN PROGRAM INDUSTRIAL TALK: BUILD YOUR CONFIDENCE.
- (2022) TOOK PART IN PROGRAM LIGHT IT UP BLUE FOR AUTISM: T-SHIRT DESIGNING CONTEST.
- (2022) TOOK PART IN PROGRAM BROKEN HOME FIX IT, MAKE IT A REAL HOME.
- (2022) TOOK PART IN PROGRAM INTAFF SOCIETY'S MALAYSIA IN UNITED NATIONS.
- (2022) TOOK PART IN PROGRAM LIFE IS A SCAM: MULE ACCOUNT.
- (2022) TOOK PART IN PROGRAM INVISIBLE KNOWLEDGE IN THE INDUSTRY: OIL AND GAS.
- (2022) TOOK PART IN PROGRAM CAREER TALK CORAL.
- (2022) TOOK PART IN PROGRAM CAREER VS INTEREST
- (2022) TOOK PART IN PROGRAM COFFEE TALK
- (2021) TOOK PART IN PROGRAM "CAPACITY BUILDING" PEMERKASAAN MAHASISWA ANAK PULAU PINANG.
- (2020) TOOK PART IN PERTANDINGAN KUIZ PENGETAHUAN AM TINGKATAN ENAM SECARA DALAM TALIAN PERINGKAT KEBANGSAAN.
- (2020) TOOK PART IN PERTANDINGAN E-KUIZ ANTIRASUAH 2020 SURUHANJAYA PENCEGAHAN RASUAH MALAYSIA.
- (2020) FIRST PLACE IN PERTANDINGAN REKA BENTUK (DESIGN) T-SHIRT PERTINAM.
- (2020) GOLD IN KUIZ PATRIOTISME PASUKAN BADAN BERUNIFORM PERINGKAT NEGERI PULAU PINANG.
- (2020) TOOK PART IN ASEAN QUIZ NATIONAL LEVEL COMPETITION 2020.
- (2020) TOOK PART IN JOM CARI MAKLUMAT @PPAPP.
- (2020) THIRD PLACE IN PERTANDINGAN VIDEO PENDEK SEMPERA KEMERDEKAAN.
- (2020) FIRST RUNNER UP IN PERTANDINGAN MENULIS ESEI
- KEMERDEKAAN PERSATUAN SEJARAH DAN PATRIOTISME 2020.
- (2020) TOOK PART IN PROGRAM MENGARANG "SAYA ANAK MALAYSIA".
- (2020) TOOK PART IN PERKHEMAHAN LENCANA KEAHLIAN DAN LANTIKAN KELANA PERINGKAT SEKOLAH.
- (2020) FIRST RUNNER UP IN PERTANDINGAN MEMASAK
- PERKHEMAHAN LENCANA KEAHLIAN DAN LANTIKAN KELANA PERINGKAT SEKOLAH.
- (2019) TOOK PART IN PROGRAM HARI BELIA NEGARA PERINGKAT NEGERI PULAU PINANG.
- (2019) CHAMPION IN PERTANDINGAN KREATIF SUDUT KECERIAAN.
- (2019) TOOK PART IN PERADUAN MENCIPTA LOGO PERSATUAN TINGKATAN ENAM.
- (2018) GOLD MADEL IN ASIA INNOVATION SHOW 2018.
- (2018) TOOK PART IN INTER-SCHOOL ENGLISH LANGUAGE
- DRAMA COMPETITION 2018.
- (2018) FIRST RUNNER UP IN PERTANDINGAN CHORAL SPEAKING
- PERINGKAT DAERAH SEBERANG PERAI UTARA.
- (2018) BRONZE AWARD IN ANUGERAH REMAJA PERDANA
- RAKAN MUDA KEMENTERIAN BELIA DAN SUKAN.

RELEVANT COURSES TAKEN :

GMJP3113	ANALYSIS OF PLANNING AND DEVELOPMENT CONTROL
GMJT3113	ENVIRONMENTAL ADMINISTRATION
GMJT3133	GENDER AND DEVELOPMENT
GMJZ3996	ACADEMIC PROJECT
GMJP3123	LAND ADMINISTRATION DEVELOPMENT
GMJT3124	REGIONAL DEVELOPMENT
GMJC3363	SOCIAL IMPACT ASSESSMENT
GMJP3143	INFRASTRUCTURE PLANNING AND HOUSING
GMJP3153	COMPUTER APPLICATION IN DEVELOPMENT MANAGEMENT
GMJT2043	METHODOLOGY IN PREPARATION OF DEVELOPMENT PLANS
GMJG2023	DEVELOPMENT POLITICS
GMJA1013	INTRODUCTION TO SOCIAL SCIENCE
GMJT1013	THIRD WORLD DEVELOPMENT THEORY
GMJT2063	PHILOSOPHY OF DEVELOPMENT
GMJT2013	SOCIOLOGY OF DEVELOPMENT
GMJT2023	THEORY AND CONCEPT OF DEVELOPMENT ADMINISTRATION
GMJT2054	URBANISATIONS AND INDUSTRIALISATIONS



UNIVERSITI UTARA MALAYSIA
COURSE REVIEW (SCORE)

Matric No. : 285120
Name : NUR ATIKAH BINTI SAIFUL-NIZAM
Programme / Code : Bachelor of Development Management with Honours(UP17)(U18)
Minor / Field of Concentration : Logistics and Transportation
Programme Duration : 3 and 1/2 years
Center of Study : Universiti Utara Malaysia, Sintok, Kedah
Total Credits for Graduation : 128
Credit Transferred : 0
Admission Session : First Semester 2021/2022 Session(A211)
Admission Qualification : UPU
Original Programme :
MUET Band : 3



Legend : Proposed courses Incomplete Complete Registered Pass Fail

PROGRAMME STRUCTURE

UNIVERSITY CORE (16 CREDITS REQUIRED)					SEMESTER												STATUS
No.	Code	Course	Credit	Credit Transfer	1	2	3	4	5	6	7	8	9	10	11	12	
					A211	A212	A221	A222	A231	A232	-	-	-	-	-	-	
1	BPME1013	INTRODUCTION TO ENTREPRENEURSHIP	3			A-											PASS
2	MPU1013	PENGHAYATAN ETIKA DAN PERADABAN	3			A											PASS
3	MPU1043	PHILOSOPHY AND CONTEMPORARY ISSUES	3				A										PASS
4	SADN1033	MALAYSIAN NATIONHOOD STUDIES	3		A												PASS
5	VSSF1011	DEBATE I	1		A												PASS
6	VSSF1021	DEBATE II	1			A											PASS
7	VSSF2031	DEBATE III	1				A+										PASS
8	VSSF2041	DEBATE IV	1					A+									PASS
TOTAL CREDIT PASS :16 COMPLETE																	

ENGLISH LANGUAGE CORE (9 CREDITS REQUIRED)					SEMESTER												STATUS
No.	Code	Course	Credit	Credit Transfer	1	2	3	4	5	6	7	8	9	10	11	12	
					A211	A212	A221	A222	A231	A232	-	-	-	-	-	-	
1	SBLE2113	ENGLISH PROFICIENCY II	3		B-												PASS
2	SBLE3123	ENGLISH PROFICIENCY III	3			B-											PASS
3	SBLE3133	ENGLISH FOR SMALL GROUP COMMUNICATION	3														
4	SBLE3143	REPORT WRITING	3														
5	SBLE3153	HOSPITALITY ENGLISH	3														
6	SBLE3163	PUBLIC SPEAKING SKILLS	3				B+										PASS
7	SBLE3173	ENGLISH FOR PROFESSIONAL COMMUNICATION	3														
TOTAL CREDIT PASS :9 COMPLETE																	

PROGRAMME CORE (TPW) (70 CREDITS REQUIRED)					SEMESTER												STATUS
No.	Code	Course	Credit	Credit Transfer	1	2	3	4	5	6	7	8	9	10	11	12	
					A211	A212	A221	A222	A231	A232	-	-	-	-	-	-	
1	BEED1013	MALAYSIAN ECONOMY	3			A											PASS
2	BPMN1013	PRINCIPLES OF MANAGEMENT	3			B											PASS
3	GMJA1013	INTRODUCTION TO SOCIAL SCIENCE	3		B+												PASS
4	GMJC3363	SOCIAL IMPACT ASSESSMENT	3					A-									PASS
5	GMJG2023	DEVELOPMENT POLITICS	3			B+											PASS
6	GMJP3123	LAND ADMINISTRATION DEVELOPMENT	3				A										PASS
7	GMJP3153	COMPUTER APPLICATION IN DEVELOPMENT MANAGEMENT	3					A									PASS
8	GMJT1013	THIRD WORLD DEVELOPMENT THEORY	3		A-												PASS
9	GMJT2013	SOCIOLOGY OF DEVELOPMENT	3				A-										PASS
10	GMJT2023	THEORY AND CONCEPT OF DEVELOPMENT ADMINISTRATION	3				A-										PASS
11	GMJT2043	METHODOLOGY IN PREPARATION OF DEVELOPMENT PLANS	3					A									PASS
12	GMJT2054	URBANISATIONS AND INDUSTRIALISATIONS	4				A										PASS
13	GMJT2063	PHILOSOPHY OF DEVELOPMENT	3		A-												PASS
14	GMJT3113	ENVIRONMENTAL ADMINISTRATION	3							**							REGISTERED
15	GMJT3124	REGIONAL DEVELOPMENT	4				B+										PASS
16	GMJX4908	PRACTICUM	8														
17	GMJZ3996	ACADEMIC PROJECT	6							**							REGISTERED
18	SSQL1113	STATISTIC FOR SOCIAL SCIENCE	3				B+										PASS
19	SSSP1013	INTRODUCTION TO SOCIOLOGY	3			B+											PASS
20	SSZK2003	RESEARCH IN SOCIAL SCIENCES	3					A									PASS

TOTAL CREDIT PASS : 53 INCOMPLETE

MINOR (18 CREDITS REQUIRED)					SEMESTER												STATUS
No.	Code	Course	Credit	Credit Transfer	1	2	3	4	5	6	7	8	9	10	11	12	
					A211	A212	A221	A222	A231	A232	-	-	-	-	-	-	
1	BPMG2013	FUNDAMENTAL OF TRANSPORT AND LOGISTICS	3				B										PASS
2	BPMG3013	TRANSPORT PLANNING & POLICY	3					A-									PASS
3	BPMG3043	TRANSPORT INFORMATION SYSTEM	3						B+								PASS
4	BPMG3053	ROAD TRANSPORTS MANAGEMENT	3						A								PASS
5	BPMG3063	RAIL TRANSPORT MANAGEMENT	3				A										PASS
6	BPMG3083	MARITIME MANAGEMENT	3														
7	BPMG3093	AIR TRANSPORT MANAGEMENT	3														
8	BPMG3103	AIRPORT PLANNING & MANAGEMENT	3														
9	BPMG3113	LOGISTICS MANAGEMENT	3														
10	BPMG3133	WAREHOUSING MANAGEMENT	3				A										PASS
TOTAL CREDIT PASS : 18 COMPLETE																	


MALAY LANGUAGE (3 CREDITS REQUIRED)					SEMESTER												STATUS
No.	Code	Course	Credit	Credit Transfer	1	2	3	4	5	6	7	8	9	10	11	12	
					A211	A212	A221	A222	A231	A232	-	-	-	-	-	-	
1	SBLM1023	INTRODUCTION TO WRITING	3														
2	SBLM1053	MALAY LANGUAGE FOR MANAGEMENT	3		A												PASS
TOTAL CREDIT PASS : 3 COMPLETE																	

FIELD OF CONCENTRATION (ELECTIVE) (9 CREDITS REQUIRED)					SEMESTER												STATUS
No.	Code	Course	Credit	Credit Transfer	1	2	3	4	5	6	7	8	9	10	11	12	
					A211	A212	A221	A222	A231	A232	-	-	-	-	-	-	
1	GFPA2013	STRUCTURE, POLITICAL PROCESS AND THE ADMINISTRATION OF THE MALAYSIAN GOVERNMENT	3														
2	GLUL3013	LEGAL ASPECTS IN DEVELOPMENT	3														
3	GMJC3223	ENVIRONMENTAL PSYCHOLOGY	3														
4	GMJC3233	ENTREPRENEURSHIP AND DEVELOPMENT	3														
5	GMJC3313	DEVELOPMENT IN COUNTRYSIDE SOCIETY MANAGEMENT	3														
6	GMJC3323	CROSS CULTURAL MANAGEMENT	3														
7	GMJC3333	MANAGEMENT OF SOCIAL CONFLICT	3														
8	GMJG2013	ADMINISTRATION OF DEVELOPMENT PLANNING	3														
9	GMJG3213	SEMINAR ON ISSUES OF ADMINISTRATION DEVELOPMENT	3														
10	GMJG3223	PLANNING OF DEVELOPMENT POLICY	3														
11	GMJG3253	PUBLIC INTERGRITY AND NASIONAL GOVERNANCE	3														
12	GMJG3263	DEVELOPMENT MANAGEMENT AND GOVERNANCE	3														
13	GMJP3063	PLANNING AND PROJECT MANAGEMENT	3														
14	GMJP3093	EVALUATION OF DEVELOPMENT PROJECT	3														
15	GMJP3113	ANALYSIS OF PLANNING AND DEVELOPMENT CONTROL	3							**							REGISTERED
16	GMJP3133	PROJECT FINANCING	3														
17	GMJP3143	INFRASTRUCTURE PLANNING AND HOUSING	3					A									PASS
18	GMJP3163	URBANISATION AND LANDSCAPE MANAGEMENT	3														
19	GMJT3013	ORGANISING ORGANISATION	3														
20	GMJT3023	SOCIAL VALUES AND ETHICS IN DEVELOPMENT	3														
21	GMJT3133	GENDER AND DEVELOPMENT	3							**							REGISTERED
TOTAL CREDIT PASS : 3 INCOMPLETE																	


FREE ELECTIVE (3 CREDITS REQUIRED)					SEMESTER												STATUS
No.	Code	Course	Credit	Credit Transfer	1	2	3	4	5	6	7	8	9	10	11	12	
					A211	A212	A221	A222	A231	A232	-	-	-	-	-	-	
1	SGDN1043	SCIENCE OF THINKING AND ETHICS	3							**							REGISTERED
TOTAL CREDIT PASS : 0 INCOMPLETE																	

EEP COURSE (0)					SEMESTER												STATUS
No.	Code	Course	Credit	Credit Transfer	1	2	3	4	5	6	7	8	9	10	11	12	
					A211	A212	A221	A222	A231	A232	-	-	-	-	-	-	
1			0	0													

ADDITIONAL COURSES (0)					SEMESTER												STATUS
No.	Code	Course	Credit	Credit Transfer	1	2	3	4	5	6	7	8	9	10	11	12	
					A211	A212	A221	A222	A231	A232	-	-	-	-	-	-	
1			0	0													

 SUMMARY

SUMMARY OF ACADEMIC REPORT		SEMESTER											
		1	2	3	4	5	6	7	8	9	10	11	12
Description	Credit	A211	A212	A221	A222	A231	A232	-	-	-	-	-	-
Status of Study		A	A	A	A	A	A	-	-	-	-	-	-
Status of Result		L	L	L	L	L							
GPA		3.58	3.45	3.65	3.72	3.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CGPA		3.58	3.51	3.56	3.6	3.65	0	0	0	0	0	0	0
Class of Degree		T2	T2	T2	T2	T2	-	-	-	-	-	-	-
Total Credits Taken		15	15	10	7	15	15	0	0	0	0		
Total Credits Required	128												
Total Credits Transferred	0												
Exit policy		Not Applicable											
Total Credits Passed	102	19	22	20	20	21	0	0	0	0	0	0	0
Total Credits Failed	0	Student Has Passed All The Registered Course(s)											
Total Credits Withdraw (TD)	0	Student Never Withdrew Any Course											
Remaining Credits to Complete Studies	26	INCOMPLETE											
Total Credits Registered	18	Student Has Registered The Balance Of Credit Hours											
Total Credits Incomplete	8	Student Required To Register The Balance Of Credit Hours											
Qualified to Graduate		INCOMPLETE											
LEGEND :		A - Active T - Deferment (Not Counted) TK - Deferment (Counted) C - Completed B - Discontinue DB - Dismissed L - Pass G - Fail M - Repeat LB - Conditional Pass T1 - First Class (3.67-4.00) T2 - Second Class Upper (3.00-3.66) T3 - Second Class Lower (2.00-2.99)											

 GRADING SYSTEM

Nur Atikah Binti Saiful Nizam
No 12, Lorong 5/1,
Taman Kuala Bekah,
13100 Penang, Pulau Pinang.
011-69419759
tikahsaifulnizam@gmail.com

Hiring Manager,
Human Resource Department,
HUNZA PROPERTIES BERHAD
163E-19-01 & 20-01,
Jalan Kelawai,
10250, Georgetown, Pulau Pinang.

06 June 2024

Dear Human Resource Manager,

**APPLICATION FOR INTERNSHIP PROGRAM OPPORTUNITY OCTOBER 2024
AT HUNZA PROPERTIES BERHAD**

I am writing to express my keen interest in the internship opportunity at HUNZA PROPERTIES BERHAD scheduled to commence on 7 October 2024 and conclude on 10 February 2025. With a Bachelor's degree in Development Management with Honors and a minor in Logistics and Transportation from the Universiti Utara Malaysia, I am eager to contribute my academic insights and skills to your esteemed company while gaining invaluable professional experience.

Throughout my academic journey, I have consistently achieved high academic standards, demonstrated by my latest GPA of 3.86 and CGPA of 3.65. My coursework in development management has equipped me with a robust understanding of sustainable development practices, strategic planning, and policy analysis. Complementing this, my minor in logistics and transportation has provided a strong foundation in supply chain management, transportation systems, and logistics planning. In addition to my academic qualifications, I have gained substantial experience in leadership and project management through my active participation in university programs. As the Deputy Secretary of the Public Speaking Club and Deputy Exco for Integrity, Communication, and International Affairs at the Penang Chapter Club, I have honed my organizational and team collaboration skills. Leading various initiatives, I have managed event planning, coordinated team efforts, and ensured effective communication among stakeholders.

Furthermore, my technical proficiency spans a range of essential tools and software. I am adept at using Microsoft Office Suite (Word, Excel, PowerPoint, Outlook, OneDrive, OneNote, SharePoint), Canva, AutoCAD, SketchUp, Vray, Photoshop, InDesign, Digimaps, CADMapper, and SPSS. These skills, coupled with my ability to communicate effectively in Bahasa Melayu, English, and Mandarin enable me to adapt quickly and efficiently in diverse and technologically driven environments.

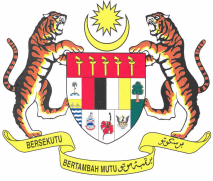
One of the key aspects that draw me to HUNZA PROPERTIES BERHAD is your innovative approach to sustainable architectural design and development. I am particularly impressed by your specific project and initiative project, which aligns perfectly with my passion for development management and sustainable logistics solutions. I am excited about the prospect of contributing to such impactful work and learning from the highly experienced professionals at your organization. I am particularly excited about the opportunity at HUNZA PROPERTIES BERHAD because it offers a unique platform to apply my theoretical knowledge in practical scenarios, while also allowing me to develop new skills and gain insights from industry experts. I am confident that my background, coupled with my enthusiasm and readiness to learn, makes me a strong candidate for this internship.

Thank you for considering my application. I look forward to the possibility of discussing how my background, skills, and experiences align with the goals of HUNZA PROPERTIES BERHAD. Please find my resume attached for further details on my qualifications. I am available at your earliest convenience for an interview and can be reached at 011-69419759 or via email at tikahsaifulnizam@gmail.com.

Sincerely,

Atikah

NUR ATIKAH BINTI SAIFUL NIZAM
011-69419759
tikahsaifulnizam@gmail.com.



PUSAT KERJASAMA UNIVERSITI-INDUSTRI (CUIC)
CENTRE OF UNIVERSITY-INDUSTRY COLLABORATION(CUIC)
Universiti Utara Malaysia
06010 UUM SINTOK
KEDAH DARUL AMAN
MALAYSIA



Tel : 604-9284927/4929
Faks (Fax) : 604-9284932
Laman Web (Web) : www.cuic.uum.edu.my

Human Resources Manager
HUNZA PROPERTIES BERHAD
163E-19-01 & 20-01
Jalan Kelawai
10250,Georgetown,P. Pinang
Attn:- Human Resource Manager

Ref : UUM/CUIC/P-20/3
Date: 04 Jun 2024

Dear Sir/Madam

APPLICATION FOR STUDENT INDUSTRIAL TRAINING PLACEMENT

The above matter is referred.

2. We would like to inform you that the Practicum Unit, Centre For University-Industry Collaboration at Universiti Utara Malaysia (UUM) is responsible for coordinating industrial training placements for final semester students. Industrial training is a mandatory course that students are required to complete in order to meet the graduation requirements.

3. In light of this, we kindly request your consideration in providing industrial training placement for our student in your organization, as outlined below:

Matric No.	Name	Programme	Practicum Duration
285120	NUR ATIKAH BINTI SAIFUL-NIZAM	Bachelor of Development Management with Honours	07/10/2024 - 10/02/2025

4. If you agree to accept the student for industrial training at your organization, kindly complete and return the Industrial Training Placement Offer Response Form no later than June 18, 2024. The student must submit a confirmation letter of acceptance of the offer to your institution within 14 days, and failure to do so constitutes an unsuccessful matching to the offer.

5. If you have any enquiries, feel free to reach out to us via email at internship@uum.edu.my or by phone at +6049284942. We greatly value your cooperation and attention on this matter. At the same time, we are eagerly anticipating a positive response from you.

Thank you.

"KNOWLEDGE, VIRTUE, SERVICE"

Upholding the principles of trust and integrity

DR. NORMALISA BT. MD ISA

Assistant Director
Practicum Unit
Centre For University-Industry Collaboration
Universiti Utara Malaysia

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Human Resources Manager
HUNZA PROPERTIES BERHAD
163E-19-01 & 20-01
Jalan Kelawai
10250,Georgetown,P. Pinang
Attn:- Human Resource Manager

Date : 04 Jun 2024

Director
Centre For University-Industry Collaboration (CUIC)
Universiti Utara Malaysia
06010 UUM Sintok
Kedah Darul Aman
Tel. No : 04-9284942/8311

CONFIRMATION OF PRACTICUM PLACEMENT FOR UNIVERSITI UTARA MALAYSIA (UUM) STUDENT(S)

We hereby **AGREE / NOT AGREE** to accept the following student(s) to undergo practicum at our organisation.

Matric No.	Name	Programme	Practicum Duration
285120	NUR ATIKAH BINTI SAIFUL-NIZAM	Bachelor of Development Management with Honours	07/10/2024 - 10/02/2025

Remarks:

We **AGREE / DO NOT AGREE** to provide facilities as follows.

Kindly remarks the facilities as follows :

Allowance	(YES / NO)	If Yes, please specify :	_____
Accomodation	(YES / NO)		_____
Transportation	(YES / NO)		_____
Others	(YES / NO)		_____

Thank you.

(Signature)

Organisation Stamp

Name :
Position :
Tel. No (Ext) :
Tel. No (h/p) :
Fax No :
E-mail :

Date: _____

Note : Kindly return this form directly to the students, The students are considered rejected the offer if the organisation did not receive confirmation letter after 14 days.