



FARAH SYAZANA BINTI WAHAB

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Address : Bayan Lepas, Penang

EDUCATION

University of Science, Malaysia

Master of Science in Project Management

Gelugor, Penang

October 2023 - Present

University of Science, Malaysia

Bachelor of Science in Architecture

Gelugor, Penang

September 2018 - August 2021

MARA Matriculation College Kuala Nerang

Accounting

Kuala Nerang, Kedah

May 2017 - May 2018

WORK EXPERIENCE

Assistant Architect Coordinator

SBAR Bina Sdn Bhd (Full-time)

Seberang Jaya, Penang

May 2022 - Present

MULTI-STOREY BLOCK HOSPITAL SEBERANG JAYA

- Assist project architect in inspection of work on site
- Preparation on documentations and drawings for architect department
- Facilitate communication and coordination between departments and external contractors
- Collaborate closely with project managers, architects, engineers, and other stakeholders to meet project objectives
- Navigate in site meeting preparations

Stylist

Lovisa (M) Sdn Bhd (Part-time)

Seberang Jaya, Penang

August 2022 – March 2024

- Handled customer-service including POS, sales & inventory management
- Engaged with customers, assess their needs and assist in styling them to ensure a delightful shopping experience
- Remained up-to-date on the latest store offerings, promotions and sales and manage proper and attractive merchandise display, ensuring strategic placement of products that maximise purchases
- Utilised proper selling techniques and product knowledge to provide the best customer service possible

Sales Executive/Brand Ambassador

Omniraise Sdn Bhd

Georgetown, Penang

November 2021 - February 2022

- Worked alongside retail representatives to boost sales by enhancing product presentations and advertising collateral
- Reached sales goals every week since being hired by the company
- Created and delivered convincing arguments to an executive audience
- Awarded as the best newcomer for outstanding sales results

Intern Architect

Era 3 Architects Sdn Bhd

Georgetown, Penang

July - September 2020

DOUBLE STOREY BUNGALOW

- Worked on the design of multiple commercial/residential projects, performed site visits and produced detailed architectural drawing
- Provided creative concept solutions and maintained all blueprints files, documents and records

- Produced detailed plans together with 3D models for documentation and presentation purpose
- Communicated and worked closely with other professional Architects and performed other duties as assigned
- Conducted reports on the progress of the project and presented results to supervisors

LEADERSHIP EXPERIENCE

English Language Club

Leader

- Developed leadership skills through event planning and coordination
- Organized weekly meetings with beneficial activities for the committee together with meeting minutes and reports to be presented to the club supervisors
- Improved communication and people skills through public speaking which interacted with big crowds.

USM HBP Association

Event Manager

- Participated in venue scouting, set design, location decor and arrangement, seating and other event management duties.
- Liaised with and supervised event staff, vendors, food caterers, servers and other hired hands.
- Coordinated logistics, finances, venue, preparation, planning and closeout of events.

USM HBP Architecture Club

Club member

- Participated in monthly club meetings
- Be a part of annual and monthly activities of the club

SKILLS

Software Skills

- Adobe - Photoshop/Illustrator/Premiere Pro
- 3D Modelling - Sketchup/Lumion/Enscape
- Autodesk Autocad
- Autodesk Revit
- Microsoft - Words/PowerPoint/Excel

LANGUAGES

- English - Fluent
- Bahasa Malaysia - Fluent