

NUR FATHIHAH BINTI ANUAR

24 YEARS OLD

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No. 48, Jalan Mutiara 1, Taman Mutiara Naga, 06200, Kepala Batas, Kedah



OBJECTIVE

I am a high driven, goal-oriented Quantity Surveyor with a Bachelor in Quantity Surveying and a 6-months experience as a site QS looking for an opportunity to widen my experience to become a seasoned QS. To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

EDUCATION

- 2024** **Bachelor of Quantity Surveying (Hons.), Universiti Teknologi MARA (UiTM), Seri Iskandar**
CGPA: 3.43
Related coursework: Applied Studies I, Applied Studies II, Dissertation
- 2021** **Diploma in Quantity Surveying, Universiti Teknologi MARA (UiTM), Seri Iskandar**
CGPA: 3.28
Related coursework: Final Year Project, preparing tender document
- 2017** SMK Sultanah Asma, Alor Setar
SPM: 5As

RELEVANT EXPERIENCES

- 15 April 2024- October 2024** **Site QS**
MEB Constructions Sdn. Bhd. (subsidiary of Muhibbah Engineering (M) Bhd.)
- Assisting in preparing taking-off for architectural and structural works for both 6 levels MSCP and 9 levels office buildings
 - Assisting in comparing sub-contractors taking-off in submitted claims with on-site taking-off
 - Assisting in DO matching in Oracle system
 - Assisting in compiling penalties for backcharge
 - Assisting in preparing documents and filing for audit

1 Oct 2023 – 25 Jan 2024

INTERNSHIP TRAINEE (BAHAGIAN KONTRAK DAN UKUR BAHAN JKR KEDAH)

- Assisting in preparation of tender document and contract document, key-in E-Perolehan, assist in preparing BQ in Sistem JET JKR, taking-off elements, preparing and pricing BQ, preparing Query List, assisting in rationalization, assisting in tender valuation for federal and state projects, preparing documents for VO, final account and interim payment, arithmetical error check, assisting in preparation of Preliminary Detailed Abstract (PDA), assisting in selling of tender by checking details of contractors, assisting in preparing interim payment, site visits and general office works.

12 Oct 2020- 5 Feb 2021

INTERNSHIP TRAINEE (SAS QS CONSULT, ALOR SETAR)

- Taking off building and infrastructure works, preparing query list, preparing and pricing BQ for tender sale, assisting in selling of tender, assist in tender valuation and tender report, going for site visit, proofreading BQ, preparing slide show for kick-off tender, measuring infra work by referring to AutoCAD, key-in details for VO, checking and remeasure work and general office works.

Salary Information

Current salary: RM 3,000.00 + RM 500.00 (monthly site allowance) + RM 360.00 (housing allowance)

Expected salary: RM 3,500.00 – RM 4,000.00