



SITI AISAH BINTI ISMAIL

BACHELOR OF SCIENCE
(HONS) CHEMISTRY

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WORK EXPERIENCES

RETAIL EXPERT

(10th Nov 2015-31st July 2024)

BLUECUBE ALL SEASONS PLACE

- Handle customer complaints.
- Assist in generating outstanding billings, prepare discount and rebates for billing inquiry, attending fraud registrations and other relevant documents.
- Follow up with customers consistently.
- Responsible for making outbound calls to customers on customer's service's follow ups and other related matters.
- Responsible for achieving service target set by company.
- Deliver fast response and consistent service to maintain close relationship with both new and existing customers -to maintain and establish new and existing customers.
- Attend to customers's feedback and follow up closely with after sales service.
- Attend to adhoc task assign by manager.

INTERNSHIP

(10th July 2014-10th Dec 2014)

ADVANCED MATERIALS RESEARCH CENTRE (AMREC) SIRIM

- Handle with chemicals products.
- Handle how to used machines to get more accurate results on the experiment run.
- Handle how to run experiment properly while handling the chemicals.
- Responsible to get the good results.

EDUCATIONS

BACHELOR

(2011-2015)

SCIENCE (HONS) CHEMISTRY

- Universiti Putra Malaysia
- CGPA : 3.434

MATRICULATION

(2010-2011)

SCIENCE PHYSICS

- Kolej Matrikulasi Perak (KMPK)
- CGPA : 3.84
- MUET: Band 3

SIJIL PELAJARAN MALAYSIA (SPM)

(2009)

SEKOLAH MENENGAH KEBANGSAAN SERI PERAK

- RESULT : 5A 4B 1C

PENILAIAN MENENGAH RENDAH (PMR)

(2007)

SEKOLAH MENENGAH KEBANGSAAN SERI PERAK

- RESULT : 6A 2B

IC No:

920821-08-6510

Marital Status:

Married

Driving licenses:

B2 & D

Race:

Malay

Address:

No 30, Lorong Mekar Sari 12,
Taman Mekar Sari, 13200,
Kepala Batas, Pulau Pinang.

SKILLS

COMPUTER

Microsoft office



LANGUAGES

Malay



English



PERSONAL STRENGTHS

- Confidence working either in group or independent as well as easy to adapt myself into new environment
- Love challenging jobs and possess fast learning process.
- Able to do multitasking jobs.

ACTIVITIES

- Secretary of Entrepreneurship Clubs Kolej Tun Perak, UPM (2013-2014)
- Student Leadership Committee of Alumni Clubs UPM (2014)
- Facilitator of Sit-In Program UNY-UPM Organized by Kolej Tun Perak, UPM (2013)
- AJK For "PROGRAM SEDETIK LEBIH TUN PERAK" Organized by Kolej Tun Perak (2013)
- AJK For "MAKAN MALAM HARAPAN PUTRA NEGARA" Organized by Kolej Tun Perak (2012)
- Participant For Hypno-Entrepreneur Courses by Innovation Centre UPM (2011)
- Librarian Members of Perak Matriculation College (2010-2011)
- Prefect of Sekolah Kebangsaan Seri Perak (2005-2009)
- Exco Academic Hostel Sekolah Kebangsaan Seri Perak (2007-2009)
- Vice-President of Puteri Islam Co-Curriculum Sekolah Menengah Kebangsaan Seri Perak (2009)
- Secretary of Islamic Clubs Co-Curriculum Sekolah Menengah Kebangsaan Seri Perak (2009)
- Treasurer of Badminton Clubs Co-Curriculum Sekolah Menengah Kebangsaan Seri Perak (2009)

REFERENCES

Manikavasagam Manickam Krishnan
Retail Leader,
Bluecube All Season Place,
Lebuhraya Thean Teik, Ayer Itam, Penang.
019-4490900