



WAN NUR AMANINA BINTI WAN ROSNI

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SUMMARY

I am a graduated student from Universiti Utara Malaysia (UUM). Skilled at completing daily assignments and contributing to team success. Always willing and ready to take on any task. Adapts quickly to new needs and policies. I'm an avid learner and seek to enhance the lives of everyone around me.

WORK EXPERIENCE

Senior Executive, G2R Sdn. Bhd

Sept 2018 - Present

- Manage end-to-end the in-building coverage (IBC) progress project to ensure the project as scheduled from start to finish
- Ensure that the in-building coverage (IBC) project runs smoothly
- Conduct a site survey for whole-site in-building coverage (IBC) for the awarded site.
- Preparing a technical proposal, including a design using iBwave software and a drawing using AutoCAD software, for the awarded site
- Conduct a walk test for the whole site building and ensure all coverage areas are covered by following the testing criteria
- Preparing related project documents, including the work schedule, bill of quantity, troubleshooting report, walk test report, and others
- Monitor subcontractors for building coverage by monitoring and reporting to the head of the department

Internship in Product Development, BDB Sdn. Bhd.

Sept 2017 - Jan 2018

- Familiar with project scheduling and project budget
- Verify project site specific requirement
- Develop project drawing and provide oversight for detailing and finishing work, drawing quality and submission

EDUCATION

Bachelor of Development Management with Honours

2014-2018

Universiti Utara Malaysia

SKILLS

Technical Skills

- Project Management
- Technical Standards & Regulation

Tools/Software

- AutoCAD
- iBwave Design
- Microsoft Office

Languages

- Malay (Fluent)
- English (Fair)

Certification/Short Courses

- ISO 9001:2015 Quality Management System
- Qualcomm 5G Associate Certification (NSA)

ADDITIONAL INFORMATION

- Volunteer in Charity Program

REFERENCE

Ezzerie Helmie

Head of IBC Department, G2R Sdn. Bhd.
019-9459792

Syuhadah Jalal

Engineer, SARASAT Sdn. Bhd.
013-2945044

PROJECT INVOLVED

IN-BUILDING COVERAGE (IBC) SYSTEM

Sept 2018 - Present

- **Project Management:** Managed the end-to-end implementation of in-building coverage systems, including both new installations and upgrades of existing sites
- **Design and Planning:** Developed detailed design plans for in-building systems, ensuring optimal coverage and performance
- **Installation and Integration:** Oversaw the installation and integration of in-building systems, coordinating with contractors, vendors, and internal teams
- **Documentation:** Maintained accurate project documentation, including design plans, installation records, and performance reports
- **Stakeholder Coordination:** Liaise with clients, building owners, and other stakeholders to communicate project progress and address any concerns
- Successfully managed multiple in-building coverage projects, enhancing network performance and customer satisfaction
- Improved overall efficiency and effectiveness of in-building coverage projects through innovative design and project management techniques

TENDER PREPARATION

Sept 2018 - Present

- Assisting the business development team in preparing tender documents
- Updated company databases with customer information, including payments and project details
- Maintained company records and documented operational data
- Maintained full compliance with legal, health, and safety regulations
- Communicate with the manufacturer or supplier to get complete documents and specifications based on the tender requirement
- Providing technical documents and requirements

ERICSSON PROJECT: END TO END SERVICE (5G)

2021-2022

- **Progress Reporting:** Prepared and presented a regular project status report to senior management and clients, highlighting key milestones, risks, and achievements
- **Team Coordination:** Collaborated with cross-functional teams, including engineers, technicians, and project managers, to ensure project objectives were met on time and within budget
- Successfully managed the deployment of microwave, Node B, and NPO services for U Mobile, contributing to improved network performance and customer satisfaction

NOKIA PROJECT: END TO END SERVICE (MICROWAVE, NODE B AND NPO) U MOBILE

Dec 2018 - Jan 2020

- **Primary Liaison:** Acted as the main point of contact between G2R, Nokia, and U Mobile to ensure clear communication and coordination among all stakeholders
- **Progress Reporting:** Prepared and presented a regular project status report to senior management and clients, highlighting key milestones, risks, and achievements
- **Team Coordination:** Collaborated with cross-functional teams, including engineers, technicians, and project managers, to ensure project objectives were met on time and within budget
- Successfully managed the deployment of microwave, Node B, and NPO services for U Mobile, contributing to improved network performance and customer satisfaction
- Maintained excellent communication and collaboration between all project stakeholders, resulting in seamless project execution