

RESUME

NAME : LAI SHU YING
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MARITAL STATUS : SINGLE



JAYA, 53300,

PERSONAL STRENGTHS

Passionate, willingness to learn, friendly, always think beyond impossibility, striving for excellence.

EDUCATION BACKGROUND

HIGHEST EDUCATION (CURRENT)

LEVEL : UNIVERSITY
COURSE OF STUDY : BSC(HONS) MICROBIOLOGY
INSTITUTE/UNIVERSITY : UNIVERSITI PUTRA MALAYSIA
FACULTY : FACULTY OF BIOTECH AND BIOMOLECULAR SCIENCE
CURRENT CGPA : 3.842
GRADUATION : AUGUST 2015
YEAR (Month and Year)

SECOND HIGHEST EDUCATION

LEVEL : STPM
FIELD : SCIENCE
GRADE : 1 A, 1 C+, 2 B+
SCHOOL : SETAPAK HIGH SCHOOL
GRADUATION YEAR : 2011

WORK EXPERIENCE

DURATION	Occupation
SEP 2015 – JAN 2016	Channel Support Officer, YTL communication: Assist in dealer sales and inquiries, answering calls and emails. Liase with other departments to resolve issues on regards to customer and product registration. Update dealer on the status of request and follow up on issues.
FEB 2009 - JUN 2009	Promoter, Ameba Sdn Bhd: Successfully solved customer issues and try to fulfill customer ever expanding requirement Strategically achieve sales targets to improve performance of company Worked in team to plan new strategies in regards to sales
JULY 2014-SEP 2014	Trainee, Industrial training , Pathlab Sdn Bhd Conduct biochemical test on clinical specimen Assisted in screening of patient's specimen from diseases

EXTRA-CURRICULAR ACTIVITIES

*Do not exceed more than 2 page

<i>Duration</i>	<i>Organization / Club/ Association / Event</i>	<i>Position</i>	<i>Details</i>
2013-2015	Publisher and ICT	Biro of Journalism	Interview university alumni , collect biodata and assist in magazine editing in a team.
2011-2012	Corporate Communication	Committee member	Provide ideas in event organizing, Dinner planning.
2007-2008	Science Society	President	Handle weekly activities of members and annual field trip
2008	EPPDa Competition-National level	Participant	Produce and present narcotics awareness slides, compete with all states participants
2007	Commodity Quiz-National level	4 th Place	Working in team to solve quizzes on Malaysian commodities Such as rubber, palm oil, petroleum, compete with all states participants

TECHNICAL SKILLS

- Intermediately skilled in Microsoft Office Suite (Word, Excel, Access, Power Point)
- Google Sketch
- Beginner in SONY Vegas
- Beginner in Autocount
- Social media (Facebook, Blog, Youtube)
- Beginner in Adobe Photoshop
- Create GIF
- Create Digital Art Works
- Create Not So complicated Animations

AWARDS & ACHIEVEMENTS

- | Years | Details |
|--------|--------------------------------------|
| • 2012 | Dean's List Award (Semester 2) |
| • 2013 | Dean's List Award (Semester 1 and 2) |
| • 2014 | Dean's List Award (Semester 1 and 2) |

REFERENCES

<u>Referee 1</u>		<u>Referee 2</u>	
<i>Name:</i>	ASSOC. PROF. Dr. Muhajir Hamid	<i>Name:</i>	ASSOC. PROF.Dr. Norazizah Shafee
<i>Position:</i>	Head of Department and lecturer	<i>Position:</i>	Lecturer
<i>Address:</i>	Faculty of Biotechnology & Biomolecular Sciences Universiti Putra Malaysia, 43400 UPM Serdang, Selangor Darul Ehsan, Malaysia	<i>Address:</i>	Faculty of Biotechnology & Biomolecular Sciences Universiti Putra Malaysia, 43400 UPM Serdang, Selangor Darul Ehsan, Malaysia
<i>Tel.no.:</i>	603.8946 6709	<i>Tel.no.:</i>	603.8946 6719
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WORKING FIELD OF INTEREST	: 1) MARKETING AND SALES 2) PRODUCTION 3) PUBLISHING AND ADVERTISING
AVAILABILITY	:DECEMBER 2020
PREFERRED WORKING LOCATION	:KUALA LUMPUR, SELANGOR, NEGERI SEMBILAN
EXPECTED SALARY	: RM 4500 , Also Accept Higher Pay And Salary In US Dollar

~~ADDITIONAL INFORMATION~~