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| **PERSONAL DETAILS** |

Name : MUHAMAD NORAZIZI BIN SELAMAT

Address : NO 3 LORONG LAVERDA

PEKET60 SUNGAI NIPAH

45300, SUNGAI BESAR  
 SELANGOR DARUL EHSAN

Phone No : 010 - 3386602 / 017 - 2931704

Age : 23Years old

Gender : Male

Date of birth : 29th August 1993

Nationality : Malaysia

Region : Islam

Marital Status : Single

IC Number : 930829-10-6095

Driving License : B2/D/GDL

Place of birth : Selangor

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| **EDUCATION BACKGROUND** |

2011-2013 - Certificate in Electrical Technology

Kolej Komuniti Sabak Bernam.

2009-2010 - Sijil Pelajaran Malaysia

Sekolah Menengah Sungai Besar,Selangor Darul Ehsan.

2006-2008 - PenilaianMenengahRendah

Sekolah Agama Menengah Sungai Haji Dorani.

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| **WORKING EXPERIENCE** |

(July 2014 – Feb 2016)

Position : Technician

Company : Coffee Planet Malaysia

Duration : Permanent Staff

Job Description : Technician Coffee Machine/Delivery/StoreKeeper Warehouse/Site Supervisor

Responsibilities :

-Technician-

* Repair all about this coffee machine(fully auto).
* Install/replaces equipment coffee machine.
* Performs preventative maintenance.
* Feedback the maintenance work after done repaired the machine.
* Refill coffee bean, milk, chocolate, hazelnut and etc.

-Delivery-

* Take goods that are purchase order by customer at warehouse.
* Delivery tothe customer.

-StoreKeeper Warehouse-

* Receive the goods thatdeliveredby the supplier.
* Store the product at the space provided by type.
* Prepare delivery order.
* Stocktake.

-Site Supervisor-

* Help teams to manage and find solutions for maintenance problems.
* Help project team make a new outlet
* Setup team work at site

(May 2013 – June 2014)

Position : Officer Cash

Company : Safeguards G4S Sdn Bhd

Duration : Permanent Staff

Job Description : Cash In Transite

Responsibilities :

* Take the money in state banks.
* Send money to a bank that has been designated.
* Make sure the money is in the bank right click each.
* Ensure the timely delivery of the set.
* Take damaged money in the bank to be returned to the bank.
* Inserting / removing the money into the ATM machine.

(Dec 2012 – May 2013)

Position : Trainee Technician

Company : Wadah Sejati Sdn Bhd

Duration : 6 months (Practical)

Job Description : Technician Air-Cond

Responsibilities :

* Performs preventative maintenance.
* Replace gas air-cond, repair piping from indoor to outdoor.
* Check capacity gas in the meter.
* Service coil.
* Service cover indoor/outdoor air-cond.
* Maintain/repair/troubleshoot cable and equipment.

(Dec 2010- Nov 2012)

Position : Technician (standby on call )

Company : BerkatSayang Ku Enterprise

Duration : Part Time

Job Description : Maintenance Electrical

Responsibilities :

* Install/replaces switch, plug and other devices.
* Performs preventative maintenance.
* Assist other Functions/City Departments as needed.
* Maintain/repair/troubleshoot cable and equipment.
* On call 24 hours a day, 7 days a week.
* Installed new wiring, equipment for building.
* Performed electrical equipment and accessories fixing activities of building.
* Makesure thatallequipmentis performingefficientlyandeffectively.
* Help teams to manage and find solutions for maintenance problems.
* Feedback the maintenance work after done repaired the problem.
* Setup and troubleshoot.
* Make the connection from the distribution board to the accessory and make it functional based on layout given.
* Tracing cable short at the wiring.

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| **SKILLS/ RELEVENT SOFTWARE** | |
| ELECTRICAL | Installed electrical wiring and cable support system, performed electrical equipment and accessories fixing activities, replaced defective wiring and equipment, and practiced safety measures. |
| APPLICATIONS | Proficient in Microsoft Office (World, Power Point, Excel). |
| SOFTSKILLS | Able to work a team as part of a team also without supervisor. Can work under pressure and meet tight deadlines. Willingly to work outstation. |
| KNOWLEDGE | Expert at klang valley road. |

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| **REFERENTS** |
| Mohd Zairulhizam Bin Zainal  Senior Technician  Coffee Planet Malaysia  116, Block 3 Laman Seri Business Park  Seksyen 13  40100 Shah Alam, MALAYSIA  +60192089454  --------------------------------------------------------------------------------------------------------------------  Ismail Bin Mohamad  Leader  Safeguards G4S Sdn Bhd  Lot 6, Jalan 225, seksyen 51A  46100 Petaling Jaya  Selangor Darul Ehsan  +60166612164  --------------------------------------------------------------------------------------------------------------------  Siti Sarifah Binti Mohd Nor  Manager  Berkat Sayang Ku Enterprise  No. 3 Lorong Laverda Peket60  Sungai Nipah 45300 Sungai Besar  Selangor Darul Ehsan  +60192297044 |

















