



**NUR'AMIRAH HJ MARSIDI (01-045448)**

No1, SPG 121-61, Jalan Bebatik Kulapis

BH2723 Brunei-Muara District

Email: [mira.marsidi@gmail.com](mailto:mira.marsidi@gmail.com)

Tel: +6738854328

I have an active personality with good communication skills. I strive to empower and improve others circumstances whilst seeking other opportunities to expand my experiences.

### Education & Qualification

#### **2013-2017 BA in Business Administration.**

Universiti Brunei Darussalam

Related modules taken:

2014/2015 Performance Management

2015/2016 Strategic Management

2016/2017 Quality Management

#### **2010-2013 HND in Business Management**

Institut Teknologi Brunei (University Technology Brunei)

#### **2007-2008 2 GCE A' Level:** General Studies, History, Physics, Mathematics

Maktab Duli 6th Form school

#### **2002-2006 6 GCE O-Level:**

English Language, Geography, Mathematics, Malay Language, Biology, Physics.

Sultan Sharif Ali High School

## Work Experience

### **2009 - 2010** Sales Assistant at Puncak Damai Pure Honey Shop

Within this role, I managed to carry out the work diligently, to keep track of the stocks, to be able to carry out general cleaning duties and treat every customer with respect and quality service.

### **Aug-Dec 2011** Internship at Land Department

As an intern at the government department, I gained valuable experiences that are vital for future working experiences. The duties progressed from handling simple tasks as filing and documentation to writing up letters to respective correspondence. Not only that, I utilized my IT skills to increase efficiency in filing important documents.

### **Jan – May 2013** Kindergarten Teacher at Tadika Alif Tungku

As a teacher, I accumulated different kind of experience, as this role requires me to adapt beyond the comfort zone and to be able to work well under pressure with high level of patience. Within this role, I strived to guide the children towards establishing strong moral values and constantly spark their curiosity in obtaining new knowledge.

### **Jan 2018 – Mar 2019** Operation and Finance Officer at Puncak Damai Pure Honey Shop

In this position, I am in charge of managing and analyzing the company's finances by providing monthly cash flow reports and company's Quarterly gross profit margin and Net Profit.

### **Mar 2019 - Present** Trainee and Development Officer for BIBDSEED program under ABABIL CONSULTANT.

As the trainee and development officer, we are required to manage projects and events, motivate and share business related lessons to the BIBDSEED participants in order to improve their circumstances in the long-run.

## Additional Skills & Achievements

### **IT Skills**

- Confident in Microsoft Office Packages
- Prezi presentation

### **Interests & Hobbies**

- Reading, Photography, Swimming and cooking.



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ  
يَرْفَعُ اللَّهُ الَّذِينَ آمَنُوا مِنْكُمْ وَالَّذِينَ أُوتُوا الْعِلْمَ دَرَجَاتٍ  
مَبْشَرَاتِكُمْ فِي قُرْآنِكَ الْفَرِيدِ  
سَيَجْعَلُ اللَّهُ لَكُمْ خُزُنًا وَرِزْقًا وَكَانَ اللَّهُ عَلِيمًا (درجه VI)

نور اميره بنت حاج مرسيدي

NUR'AMIRAH BT HAJI MARSIDI

بيلغن كد قنلن : 01-045484

دغن اين دأكوئي تله لولوس قثريقساءن سيجيل سگوله ۲ رنده اکام (درجه VI)  
باکي تاهون : 1424 هـ / 2003 م

قثغت

توجه  
تيك  
تيك  
لافن  
تيك  
ليما  
انم  
تيك



دالم قلاجران

القراءن  
فقه I  
توحيد  
فقه II  
تاريخ  
فرائض  
تصوف  
تجويد

اکريکيت : 19

دغن منداقت قثغت : دوا

سموگ الله مميري توفيق دان هداية کفداث اونتوق برخدمت کران اکام اسلام بغسا دان  
تانه اءيرث دغن علمو قثغتاهاوان

استيا عو سها لمباک قثريقساءن

بيلغن : SU133/031 (2003)





**The Board of Examinations Brunei Darussalam**

in collaboration with

**University of Cambridge Local Examinations Syndicate**

## **General Certificate of Education Ordinary Level**

This is to certify that the candidate named below was awarded the following grade(s) in the subject(s) shown:

**November 2006**

**NUR'AMIRAH BINTI HAJI MARSIDI**

of

**SEKOLAH MENENGAH SULTAN SHARIF ALI**

### **Subject**

English Language

Geography

Mathematics

Bahasa Melayu

Biology

Physics

Chemistry

Principles of Accounts

**Numerical  
Grade**

THREE

THREE

FOUR

FIVE

FIVE

SIX

SEVEN

SEVEN

**GCE Ordinary  
Level Grade**

B(b)

B(b)

B(b)

C(c)

C(c)

C(c)

D(d)

D(d)

**SUBJECTS RECORDED EIGHT**

**SUBJECTS RECORDED SIX OR BETTER SIX**

The Candidate has passed the Oral Test in English Lang.

The Candidate has passed the Oral Test in Bahasa Melayu

**Secretary**  
Board of Examinations, Brunei Darussalam

**Vice-Chancellor**  
University of Cambridge



**UNIVERSITY of CAMBRIDGE**  
**International Examinations**

Candidate Number: BN110 / 0049  
Certificate Number: 0017309610





The Board of Examinations Brunei Darussalam  
in collaboration with  
University of Cambridge Local Examinations Syndicate

## General Certificate of Education Advanced Level

This is to certify that the candidate named below was awarded the  
following grade(s) in the subject(s) shown:

November 2008

**NUR'AMIRAH BINTI HAJI MARSIDI**

of

**MAKTAB DPM AL-MUHTADEE BILLAH**

Subject		Grade
History	Advanced Level	D(d)
Mathematics	Advanced Level	E(e)
General Paper	Advanced Subsidiary	b(b)

**SUBJECTS RECORDED: THREE**

Secretary  
Board of Examinations, Brunei Darussalam

Vice-Chancellor  
University of Cambridge



UNIVERSITY of CAMBRIDGE  
International Examinations

Candidate Number: BN105/5823  
Certificate Number: 0023288274



Fax : 2461035 / 36  
Telefon : 2461020 - 9 (10 talian)  
Telephone : 2461020 - 9 (10 lines)  
Website : <http://www.itb.edu.bn>

اينستيتوت نيكنولوجيا بروني

INSTITUT TEKNOLOGI BRUNEI

Tungku Link, Gadong BE1410

P. O. Box 2909

Bandar Seri Begawan BS8675

Negara Brunei Darussalam

Rujukan Kami :

Our Reference : ITB/E1.1.3

10 Safar 1434

24 Disember 2012

Yang Mulia  
Dayang Nur 'Amirah Binti Haji Marsidi  
'PUNCAK DAMAI' No 1 Simpang 121-61  
Jalan Bebatik, Kulapis, BH 2723  
Negara Brunei Darussalam.

Bil Kad Pintar : 01-045448

Dayang,

**KEPUTUSAN PEPERIKSAAN  
SEMESTER 5  
BDTVEC HND IN BUSINESS (MANAGEMENT)**

Sukacita dimaklumkan bahawa Dayang telahpun lulus dalam peperiksaan di atas dan akan dianugerahkan Diploma Tertinggi Kebangsaan dalam jurusan BDTVEC HND IN BUSINESS (MANAGEMENT). *(Tertakluk kepada pengesahan Brunei Darussalam Technical & Vocational Education Council).*

**'KELUARGA HARMONI MASYARAKAT TERPUJI'**

Dengan hormat

**[DAYANG ELIZAH RADIN MAS ISMAIL]**

Pemangku Pendaftar dan Setiausaha

Sk. Timbalan Pendaftar (Akademik)  
Penolong Pendaftar (Akademik)  
Ketua Program  
Fail Perseorangan [BM /26/024/10]





بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ  
يونيڤرسيتي بروني دارالسلام  
UNIVERSITI BRUNEI DARUSSALAM

دغن اين دصحن بهاوا

This is to certify that

**DYG NUR' AMIRAH BINTI HAJI MARSIDI**

ستله ممنوهي سكالاً شرط دان لولوس فقريقساعن يث دتتفكن اوليه يونيورسيتي

اداله دتريما سباكاي قمكغ

having fulfilled all requirements and passed the examination as prescribed by the University  
is hereby awarded

اجازه سرجان مودا قرنياكائن

Bachelor of Business

كفوجين كلس ١١ باوه

Lower Second Class Honours

٢٦ ربيع الآخر ١٤٣٨ / ٢٥ جنواري ٢٠١٧

25 January 2017 / 26 Rabiulakhir 1438

Datin Dr Hj Anita B Z binti  
POKLWDSS Hj Awang Abdul Aziz

نائب چنسلور

VICE-CHANCELLOR

Dayang Hj Rubiah binti Haji Yacub

قندفتر دان ستياوسها

REGISTRAR AND SECRETARY







**UNIVERSITI BRUNEI DARUSSALAM**  
**STUDENT TRANSCRIPT**

**Registration No** : 13B4117  
**Name** : DYG NUR' AMIRAH BINTI HAJI MARSIDI  
**IC No** : 01-045448  
**First Registered** : 31-Jul-2013

Session	Semester	Modules Taken	MC	Grade
2013/2014	1	Bachelor of Business - Business Administration		
		BA-2201 INTRODUCTION TO ACCOUNTING	4	C
		BB-2201 BUSINESS LAW	4	B
		BB-2205 ORGANISATIONAL BEHAVIOUR	4	B+
		PB-1501 MELAYU ISLAM BERAJA	4	C+
<b>Academic Status :</b> Active			<b>Total MCs Awarded:</b>	16 <b>GPA:</b> 3.25
			<b>Accumulated MCs:</b>	16 <b>cGPA:</b> 3.25

Session	Semester	Modules Taken	MC	Grade
2013/2014	2	Bachelor of Business - Business Administration		
		BA-3201 FINANCIAL MANAGEMENT	4	D
		BB-2203 ENTREPRENEURSHIP AND NEW VENTURE CREATION	4	B
		BB-2204 MARKETING MANAGEMENT	4	D
		LE-1503 ACADEMIC READING AND WRITING SKILLS	4	D+
		PB-3403 INDUSTRI TRADISI BRUNEI	4	B
<b>Academic Status :</b> Active			<b>Total MCs Awarded:</b>	20 <b>GPA:</b> 2.4
			<b>Accumulated MCs:</b>	36 <b>cGPA:</b> 2.78

Session	Semester	Modules Taken	MC	Grade
2014/2015	3	Bachelor of Business - Business Administration		
		BB-4201 MANAGEMENT INFORMATION SYSTEMS	4	C
		BB-4313 PERFORMANCE MANAGEMENT	4	C+
		MS-1501 ISLAMIC CIVILISATION AND THE MODERN WORLD	4	B+
		SP-3404 HOW THINGS WORK THE PHYSICS OF EVERYDAY LIFE	4	B+
		SP-3407 INTRODUCTION TO RENEWABLE ENERGY	4	B+
<b>Academic Status :</b> Active			<b>Total MCs Awarded:</b>	20 <b>GPA:</b> 3.29
			<b>Accumulated MCs:</b>	56 <b>cGPA:</b> 3

Session	Semester	Modules Taken	MC	Grade
2014/2015	4	Bachelor of Business - Business Administration		
		DC-3001 COMMUNITY OUTREACH PROGRAMME	16	Satisfactory
<b>Academic Status :</b> Active			<b>Total MCs Awarded:</b>	16 <b>GPA:</b>
			<b>Accumulated MCs:</b>	72 <b>cGPA:</b> 3

Session	Semester	Modules Taken	MC	Grade
2015/2016	5	Bachelor of Business - Business Administration		
		AC-3303 PRINCIPLES AND PRACTICE OF PHOTOGRAPHY AND PHOTOJOURNALISM	4	C+
		BB-4202 STRATEGIC MANAGEMENT	4	C+
		BB-4203 BUSINESS ETHICS	4	D
		BB-4318 ALTERNATE DISPUTE RESOLUTION	4	D+
		LE-2503 ACADEMIC REPORT WRITING AND PRESENTATION SKILLS	4	C+
<b>Academic Status :</b> Active			<b>Total MCs Awarded:</b>	20 <b>GPA:</b> 2.38
			<b>Accumulated MCs:</b>	92 <b>cGPA:</b> 2.79



This transcript is subject to confirmation from the University's Senate. It is possible that some of the grades presented here may be changed.



UNIVERSITI BRUNEI DARUSSALAM  
STUDENT TRANSCRIPT

Registration No : 13B4117  
Name : DYG NUR' AMIRAH BINTI HAJI MARSIDI  
IC No : 01-045448  
First Registered : 31-Jul-2013

Session	Semester	Modules Taken	MC	Grade
2016/2017	6	Bachelor of Business - Business Administration		
		AC-4304 ADVANCED PHOTOGRAPHY	4	C+
		BB-3309 MARKETING AND THE MUSLIM WORLD	4	C
		BB-4331 QUALITY MANAGEMENT	4	B
Academic Status :	Active		Total MCs Awarded:	12 GPA: 3.1
			Accumulated MCs:	104 cGPA: 2.84

