

A 23 YEARS OLD

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AD Kampung Hubah OFF Jalan NC Mogunting
89500 Penampang, Sabah.

RUBYANNE DISIMON

/ CONTENT WRITER

/ ADMINISTRATIVE OFFICER

ABOUT ME

Creative, fluid thinker with a keen passion for publishing. Fine ability in conceptualising fresh written and visual designs. A multi-tasker with great ability to juggle different job responsibilities and workload.

EDUCATIONAL PROGRESS

2007-2011

Sekolah Menengah Kebangsaan Limbanak

Science Stream

2012-2014

Sayfol International School

A level

Current

Open University Malaysia

BASS Applied Social Science

P 3.0 GPA

WORK HISTORY

Leiking Associates

01/2012- 2/2012

Lot No.2, 1st Floor, Block F, Sedco Shophouse,
Donggongon, Penampang.

T Assisted in various administrative work i.e.

Organising client reports, tracking company expense
for the Accounting department.

Raleigh Borneo Expedition

02/2012- 4/2012

Mobile

T Spearheaded and conducted community outreach

efforts in particular, help build a Kindergarten in
the Kiulu village area.

KKIP PROPERTY SDN BHD

11/2015- Current

Lot 6, 1st Floor, Block B, Damai Plaza,

Phase 3, Wisma CTF, Jalan Damai 88300

Kota Kinabalu, Sabah.

T Content Contributor for the SIQ (Sabah Industry

Quarterly) publication both in writing and design
work.

LANGUAGE SKILLS

SPOKEN

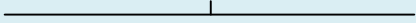
English



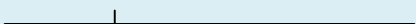
Malay



Mandarin



French



1

2

3

SKILLS 01

Fast Learner Analytical Thinker Driven

TECHNICAL SKILLS

Microsoft word



Microsoft excel



Photography



4

5

6

SKILLS 02

Cooperative

Reliable

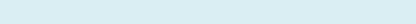
Organised

COMPOSITION

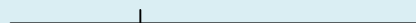
English



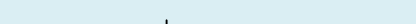
Malay



Mandarin



French



AWARDS

IELTS SCORE OF 7

Student of the Week

Academic award for Top Examination Results for PMR (Penilaian Menengah Rendah) and SPM (Sijil Pelajaran Malaysia)

Third Place in School-level Writing Composition Competition

Participant in the School-level and District-level Marching Competition.

Certificate of Appreciation Mural Mission "Eternal Sunshine" for International Technology and Commercial Technology

