



MOHD ZOHRI BIN RUSLAN

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OBJECTIVES

To be a good employee that will help company to achieve success. To look for improvement and improvisation in a career for a long term. To work together with colleague and learn new things.

EDUCATION

Politeknik Sultan Salahuddin Abdul Aziz Shah

January 2010 - August 2013 Diploma Business Studies (Management)

SMK SEKSYEN 4, BANDAR KINRARA

2004 - 2008 PMR,SPM

EXPERIENCE

Sumaru Chemical Industries Sdn Bhd | Puchong, Selangor

Administrator (Internship) June 2011 – Dec 2011

Manage workers payment invoice

Manage purchase order

Help preparing company tender

Attend meeting with supplier

SKILLS

- Communication
- Computer
- Time management
- Active listening