

NURAFIQAH SHAHBUDIN

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SUMMARY

An Applied Chemistry graduate with a strong sense of determination, a dedicated personality, and an eagerness to learn. Skilled in using various software tools, and proficient in conducting laboratory analyses.

EDUCATIONAL BACKGROUND

International Islamic University Malaysia (IIUM)

Jul 2019 - Nov 2023

Bachelor of Science in Applied Chemistry with Honours

Coursework: Environmental Chemistry, Analytical Spectroscopy, GLP, Food Chemistry & Biotechnology

Centre for Foundation Studies, IIUM

Jul 2018 - Sept 2019

Biological Science

Coursework: Biology, Chemistry, Physics, Basic Application of ICT, Statistics, Mathematics I

Abdul Rahman Talib High School

Jul 2013 - Dec 2017

Pure Science

WORK EXPERIENCE

Sales Associate

Sept 2023 - Dec 2023

Rasa Sayang Clothing Outlet, Kuantan City Mall

- Fulfilled all the marketing-related tasks in a high-end sales outlet & handling customer-service inquiries, sales, and inventory management.
- Maintained high-level product knowledge, and communicated the important product info clearly.
- Maintained stock levels, handling returns, and product merchandising.

Laboratory Chemist Intern

Jul 2022 - Sept 2022

Department of Chemistry Malaysia (Pahang State Laboratory)

- Conducted in-depth laboratory analysis for cigarette and liquefied petroleum gas (LPG) samples via Gas Chromatography-Mass Spectrometry (GC-MS), and effectively managed samples data using LIMS.
- Assisted a mini project to develop and implement the Measurement of Uncertainty for the Determination of Slip Melting Point of refined, bleached, and deodorized (RBD) Palm Olein.
- Conducted a quality control analysis for the determination of impurities in oil samples from the Malaysian Palm Oil Board (MPOB), and assisted in method development and validation for sample analysis.

HIGHLIGHTED PROJECT

Fabrication and Characterisation of Polycaprolactone-Polyethylene Glycol (PCL-PEG) Based Modified Platinum Microdisk Electrode in Detecting Nicotinoids

International Islamic University Malaysia

- Successfully developed a polymer-based sensor which assessed electrochemical behavior of nicotine via OriginPro Software for graphing and data analysis, and evaluated the electrochemical behavior of nicotine.
- Experienced with the preparation of polymer films, polyblend, acid solvents and nicotine solution.

VOLUNTEERING ACTIVITIES

- Community volunteer at Qatar National Library for Children and Young Adults Library Section 2024
- Graphic Designer for Chemical Safety and Security (Chess) Book Project on Sci-on IIUM Flagship 2022
- Academic Tutor for a Free Tuition Project, organized by the Science Student Society IIUM 2022
- Master of Ceremonies for Pahang Chemistry Carnival IIUM 2020

LEADERSHIP, AND TRAINING ACTIVITIES

- Head of Economic and Welfare Bureau of American Chemical Society, IIUM 2021/2022
- Introduction to Data Analysis using Microsoft Excel (LinkedIn Learning Certification 2024)
- Occupational Safety and Health: Hazard Communication (LinkedIn Learning Certification 2024)
- Certified Halal Executive Training (CHEX) INHART-KPT PACE 2023

SKILLS

Laboratory Techniques: Chromatography (GC-MS, TLC), Spectroscopy (FTIR, UV-Vis), Titration Methods

Technical Skills: Microsoft Office (Word, PowerPoint, Outlook, Excel), Chemical Drawing (ChemDraw Professional), Graphic Design (Canva), Graphing & Data analysis (Excel, OriginPro Software), Halal Auditing System Techniques, LIMS, Statement Execution (basic C++ Programming), Web page creation (basic HTML)

Soft Skills: Multitasking, Detail-oriented, Problem Solving, Product Marketing, Customer Service, Sales

Languages: Malay (Native), English (Working Proficiency), Arabic (Limited Proficiency)

Nurafiqah binti Shahbudin,
TM-A-01, Building 22,
Street 302, Al-Thumama, Zone 50,
Doha, Qatar

Human Resource Manager,
Bolts and Tools Centre WLL,
Building No. 68, Street No. 27,
Industrial Area,
P. O. Box 24884,
Doha, Qatar

15th October 2024

Dear Hiring Manager,

APPLICATION FOR THE SALES ENGINEER VACANCY AT BOLTS AND TOOLS CENTRE COMPANY

I am writing this letter to apply for the sales engineer vacancy at Bolts and Tools Centre Company. I graduated from the International Islamic University Malaysia with a Bachelor of Science in Applied Chemistry. I previously worked at the Department of Chemistry Malaysia which has prepared me with hands-on experiences in laboratory analysis, data interpretation, and quality control skills.

1. I am interested in applying for the sales engineer position in your company specifically because I am truly impressed by the contributions of your company to the significant operational efficiency in providing a wide range of high-quality industrial tools, fasteners, and equipment to sectors like construction, manufacturing, oil and gas, and engineering. The achievements of the company in providing support to the infrastructure development by supplying tools and equipment essential for large-scale construction and infrastructure projects, continue to yield practical benefits to Qatar's ambitious development projects, shaping the way we live today. Aside from that, your commitment to providing top-quality products and solutions, resonates with my professional aspirations. I have been actively searching for my entry point and while the journey has been challenging, my passion and determination to contribute to a dynamic team like yours has grown stronger.

2. During my academic journey, I developed a solid foundation in environmental chemistry and analytical studies. These experiences coupled with my resilience in the job market have strengthened my work ethic and commitment to continuous learning. I am confident that my strong sense of determination, and dedicated personality will bring impact contributions to the company. In addition, my active participation in extracurricular activities and volunteerism has sharpened my leadership skills, problem-solving skills, teamwork, and collaboration skills, and has taught me how to work well under pressure. I believe that I am fully committed to exceeding expectations and always prepared to go the extra mile in fulfilling any responsibilities entrusted to me.

3. I am excited to bring my technical expertise with my passion for the industry to make a significant contribution to your company. I am available for an interview at your convenience and look forward to hearing from you soon. I can be contacted at **+97450670034** and the following email address, **nurafiqahshah27@gmail.com**. Thank you in advance for your kind consideration.

Yours sincerely,



NURAFIQA BINTI SHAHBUDIN
Bachelor of Science (Applied Chemistry) (Honours), IIUM