



Siti Nurain Adnan
Freelance Translator

Career Objective

To obtain a challenging and responsible job/task where I can contribute the best of my skill and effort for the growth of the company and myself as an individual besides sharpening my critical thinking.

Contact

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Work Experience

- 2016 - Present **Freelance Translator**
Apprentice of e-Rezeki High Income by MDeC. Active as a freelancer of online crowdsourcing platforms. Digital work such as Translating, Proofreading and Article Writing.
- 2014 - 2015 **Research Assistant for Employability Research Grant**
(Faculty of Economics & Management, UKM)
Understanding the scope of research study (employability), contributing as author of research study, working on literature review, create & design questionnaire, collecting data, hiring enumerator and involved as committee for conference project.
- 2012 - 2013 **HR Officer (Junior Executive)**
(Malaysia Productivity Corporation)
Doing task about Human Resource Management Information System. Assist in recruiting/staffing, internship student programme, reward and recognition. Also doing task that manager given from time-to-time. On going develop internship student programme with universities to produces a good human capital in the line of MPC needs in current situation.



Education

- 2014 - 2016 **Master of Economy**
Major on Human Resource Economy
(University Kebangsaan Malaysia)
- 2008 - 2012 **Bachelor of Public Mangement**
Major on Human Resource Management
(Universiti Utara Malaysia)



Academic Qualifications

- Master of Economy
- Bachelor of Public Management
- International English Language Testing System (IELTS)



Working Language Pairs

- English - Malay - English



PROFESSIONAL SKILLS

SDL Trados



Microsoft Word



Memo Q



Microsoft PowerPoint



Microsoft Excel



LANGUAGES



English



Malay