

# CURRICULUM VITAE

## HRA/FINANCIAL CONTROL MANAGER



### PERSONAL INFORMATIONS

<b>Name</b>	Zilfadlina Binti Mohamed
<b>Position</b>	HRA/ Financial Control Manager
<b>Years of Experience</b>	15 Years



### EDUCATION BACKGROUND

<b>College</b>
Universiti Utara Malaysia (UUM), 1997-2000
<i>BBA. (Hons) in Business Administration</i>
Matrikulasi Universiti Utara Malaysia (UUM), 1996-1997
<i>Sijil Matrikulasi Universiti Utara Malaysia</i>
<b>High School</b>
Sekolah Menengah Ketereh, Kelantan
<i>Sijil Pelajaran Malaysia</i>

### WORKING EXPERIENCES

#### Jana Tanmia Resources (M) Sdn. Bhd. (2009 - present)

- Position** : HRA/ Financial Control Manager
- Roles** :
1. Prepare audited report and management account for construction company and electronic factory.
  2. Prepare proposal for loan facility and in charge for company secretarial works.

#### Messrs Tiun & Co (2001 - 2004)

- Position** : Auditors Assistant
- Roles** :
1. Assist auditor in preparing audited report for construction company and electronic factory.
  2. Prepare management account and monthly account for construction company.