

Hasnita Binti Halim

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SUMMARY

Determined, result-driven as well as experienced in handling responsible operations, management and administrative tasks. Keen to broaden knowledge with the ability to adapt in different working environment.

ACCOMPLISHMENT

- Head of program for Bachelor of Finance from December 2014 until 2019. Involve in initiating curriculum changes and other activities to maintain high quality academic Program. Responsible for most of administrative function for the program.
- Meeting yearly branch sales quota target for RHB Bank for 2 consecutive years in 2002 and 2003. With aggressive team marketing efforts.
- Project leader for 3 volumes of Malaysia Airlines Enrich Program “World of Riches” newsletter. Designed monthly offers, promotions and marketing program. Enrich is a high profile account for RMI.

WORK HISTORY

Unisel (University Selangor)

Head of Program (Bachelor of Finance)

2011 to present

2014-2019

Responsible in ensuring administrative functions for the Program are performed properly. As a liaison among the faculty and students of the Program to fulfill the University's responsibilities concerning students in respect of their admission, instruction, progress and examination.

Developing, implementing and delivering new methods of teaching in lectures, and tutorials. Designing, preparing and developing teaching materials. Assessing students' coursework, setting and marking examinations. Subjects taught:

Principles and Practices of Marketing (Degree and Diploma)
Principles and Practices of Management (Degree and Diploma)
Organizational Behavior (Degree and Diploma)

Islamic Finance (Degree and Diploma)
Principles of Finance (Degree)
Corporate Finance (Degree)
Money and Capital Market (Degree)
Financial Advisory and Services (Degree)
Business Communication (Degree)

Retail, Selangor

2004 to 2006

Business Consultant

Setting up the business from scratch. Create processes for management, operation and financial aspect. Involved with retail management operations in handling of suppliers and managing employees in their daily tasks. Managed the business for 2 years as a consultant to ensure business is running at full capacity before handing over.

RHB Bank Berhad.

2000 to 2003

Senior Executive

Handling sales of banking product offerings and performed in financial analysis tasks. Evaluate and recommend customers based on their financial standings in mitigating risk prior to approval.

Involved in banking operations by assisting in opening of accounts, applying of loans and other credit facilities. Increase customer satisfaction by providing “under one roof” services and friendly ambience.

Relationship Marketing International S/B.

1999 to 2000

Marketing Executive and Customer Service Executive

Management of clientele database. Job highly emphasized reliability due to its minimum supervision. Involved in management planning and a project team leader.

EDUCATION

M.B.A **International Islamic University Malaysia, 2009**
Malaysia

Major: Islamic Banking and Finance

B.Sc., **Syracuse University, 1998**
Syracuse NY, U.S.A.

Major: Finance

Cert. Center of Preparatory Education, 1996
Institute of Technology (PPP/ITM),
Shah Alam, Selangor

Major: Business Administration

Cert. MARA Science Junior College, 1993
Kerteh / Kuala Berang, Terengganu

Major: Management Science (SPM- Sijil Pelajaran Malaysia)

Activities: Advisor

Bachelor of Finance Club (BFC) – UNISEL

Assist the student members in the shaping the club by motivating the organization in activities and event, introducing and sharing new ideas and perspectives to help the club continue to grow and expand as well as providing continuity for the club for years to come

Head of Social Bureau,

Malaysian Student Association (MASA), Syracuse University

Elected head of the bureau, whose objective is to strengthen the relationship between its Malaysian members, and also between the Syracuse community. Committed to the promotion of Malaysian culture and identity, as well as upholding its image to the general public. Organized and contributed to various activities