



Yugeshwary R. Supayah



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B-2193 Taman Tunas Jaya, Fasa 3 Jalan Air Putih, 25350 Kuantan

OBJECTIVE

Highly-motivated graduate looking forward to join your team.

SKILLS

- Fluent English, Tamil and Malay in writing and speaking
- Communication
- Teamwork
- Creativity
- Problem Solving
- Time Management

HOBBIES

- Reading
- Netball
- Hiking


SOFTWARE

Word 

Excel 

PPT 

PHO 

Ai 



EDUCATION

UNIVERSITY OF MALAYA

09/2015~01/2019

Faculty of Languages and Linguistics

Bachelor of Languages and Linguistics (Tamil)

- CGPA: 3.80



EXPERIENCE

Cashier

01/2015~08/2015

- Managed transaction with customers using cash registers.
- Handled merchandise returns and exchanges.

Spoken Tamil Tutor

09/2017~06/2018

- Adapted teaching styles to unique needs for students.
- Taught students to learn spoken Tamil in just 10 weeks.

Internship - Office Administrator

06/2018 ~ 08/2018

- Handled administrative requests and queries from senior managers.
- Assisted in the preparation of regularly scheduled reports.

Research Assistant (University Putra Malaysia)

02/2019 ~ 05/2019

- Prepared interview questions and summarize results.

Customer Service Executive - Tayangan Unggul Sdn.Bhd (Astro)

06/2019 ~ now

- Resolved customer complaints via phone.
- Assisted with placement of orders for packages, refunds and account details.



ACTIVITIES

Police Undergraduate Voluntary Corps

Vice Chairman

12/2015~06/2016

Netball Player

Hari Sukan TLS

- Bronze

2016

Sukat

- Silver

2017

Sukan Mahasiswa Universiti Malaya

- Gold

2018

Master of Ceremony

National Yoga Day 2018

We Empower (conference)

Debate Competition