



Nur Naziha Bte Hairudin was a student of Shuqun Secondary School from 2007 to 2011. She sat for the G.C.E. O Level Examinations in October, 2011.

Naziha is a well-mannered and polite pupil. She has a ready smile for everyone and is well liked by her teachers and peers. She is a thoughtful and caring person and always ready to help her teachers and peers when they require assistance. She is also seen by her peers as a good listener. Her kind nature and pleasant disposition make her an approachable person.

Naziha possesses the qualities of being a good leader. She was elected to be class Chairperson from 2008 to 2011.

Naziha was a member of Modern Dance from 2007 to 2011 and she was selected as Vice-Chairperson and Chairperson for Modern Dance in 2008 and 2009 respectively. Her passion for dance was reflected in the long hours she spent training and honing her skills. Her hard work and dedication paid off when Shuqun Secondary School clinched a Silver award in the Singapore Youth Festival Central Judging in 2009, and a Bronze award in 2011.

Naziha has the qualities to succeed in whatever she undertakes in future. Her intelligence, her mature approach to her studies, as well as her intellect, make her a rare and valuable addition to any organisation she should choose to join in future.

~ End of Section ~

05 November 2014

To Whom It May Concern:

Dear Sir or Madam

LETTER OF RECOMMENDATION FOR NUR NAZIHA BTE HAIRUDIN

I am writing this reference at the request of Nur Naziha Bte Hairudin who is applying for undergraduate studies at your institution.

I have had the distinct pleasure of having Naziha as a student in my class (Communication Strategies for Event Management). Naziha's performance and class participation have been commendable.

The demands of my class have always been quite challenging and Naziha has displayed an ability to organize and plan to make sure that targets and/or deliverables for the day are met. She has demonstrated good communication and interpersonal skills as well as competence in writing. She exudes confidence and sensitivity to other people, enabling her to work well with her team-mates.

Naziha is a motivated and diligent young lady with considerable self-discipline. She is outgoing, eloquent, meticulous and hardworking.

I would like to take this opportunity to recommend Naziha for undergraduate studies at your institution. Her positive attitude, drive and abilities will definitely prove to be valuable. If you have any questions regarding this recommendation, please do not hesitate to contact me at my mobile 96620661 or via email at joanna_lim@rp.edu.sg.

Thank you.

Yours sincerely



Joanna Lim
Assistant Programme Chair
Diploma in Mass Communication
Centre for Enterprise and Communication
Republic Polytechnic

24 October 2014

To Whoever it may Concern,

Nur Naziha came to our office as a 19-year old, on internship for 5 months in April to August 2014. This was our first experience accepting a Poly intern from Republic Poly on internship at the 3-storey visitor centre of Urban Redevelopment Authority of Singapore, Singapore City Gallery, a major exhibition facility with an annual visitorship of more than 200,000 visitors local and international.

Naziha has great "Can do" attitude. We gave her a very wide range of tasks and problems – from face to face interaction at a front line counter, to door-to-door "Hello Neighbour" outdoor assignments to introduce the Gallery to neighbours in the vicinity; from writing to CEOs of visiting delegates to writing to tourists looking for things to do in Singapore; from outdoor photography to video editing. She never flinches, at least not visibly ☺, and just gets on with the work, with learning something new, and trying her best.

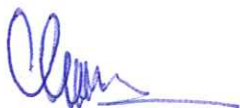
Writing wise, she has an easy style, so the feature writing we ask her to do is not a problem; What was newer to her was writing emails to CEOs, and formal correspondences which she quickly picked up.

In these months with us, she has developed a much better self awareness, and to speak assertively when needed. In the end, she performed with a steady heart and is a very dependable sort. She also learnt to have a voice to speak up at the right moments, as she grows to become a confident, assured person in life.

All of us, the team at Singapore City Gallery are thankful for our time with her. She did a lot of real work, I'm proud to say; pulled her weight, delivered many things and left a small legacy of meaningful work.

I hope it has been an enriching experience for Naziha as well. We are glad to have played a part in the guidance through her first office-type job.

We wish her all the very best in the next path she chooses in her journey to responsible adulthood and to be a giving generous person.



Colin Lauw
Senior Manager
Singapore City Gallery
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