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| APPENDIX ON CERTIFICATES OF TRAINING BY DR. SYUHAIDA ISMAIL |

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| **Period** | **Post Held** | **Immediate Superior** | **Summary of Work** |
| May 2003 – August 2004 | Post graduate student of Master of Engineering (Project Management), The University of Melbourne, Australia | Prof. Emeritus Dato’ Ir. Dr. Zainai bin Mohamed, P.Eng No. 8236, Professor Emeritus, UTM RAZAK School of Engineering and Advanced Technology, UTM KL | **1.**  Pursuing Master of Engineering (Project Management) at The University of Melbourne, Australia with course works entitled” Principles of Project Management: A Case Study of Kelian River Gold Mine, East Kalimantan, Indonesia”, “Asset Management of Perusahaan Listrik Negara (PLN) of Indonesia”, “Project Management of Australian Synchrotron”, “Sydney Myer Asia Centre, Melbourne: An Engineering Project Management Case Study” and “Occupational Safety and Health Practices of Victoria University of Technology, Sunshine Campus, Victoria, Australia” |
| September 2004 -November 2006 | Post graduate student of PhD (Civil Engineering), Universiti Teknologi Malaysia, Johor Bahru | Prof. Emeritus Dato’ Ir. Dr. Zainai bin Mohamed, P.Eng No. 8236, Professor Emeritus, UTM RAZAK School of Engineering and Advanced Technology, UTM KL | **1.** Pursuing PhD (Civil Engineering) at Universiti Teknologi Malaysia, Johor Bahru by undertaking research on “Key Performance Indicators (KPIs) for Private Finance Initiative (PFI) in Malaysia” which formulates the definition and variables of the KPIs in the assessment of public infrastructure in establishing the KPIs of PFI for the development of public infrastructure in Malaysia. Questionnaire survey and focus group were used as the research method for data collection based on probability simple random sampling (SRS), whilst seven analysis methods of Statistical Packages of Social Science (SPSS) were adopted for data analysis. The results demonstrated that 63 from 78 variables sourced from the KPIs variables chart are included as KPIs for PFI. **2.** Writing/publishing research papers related to PhD thesis in supporting the findings/recommendations by the thesis **3.** Presenting research papers related to PhD thesis in international conferences around the globe. |
| December 2006 – November 2007 | Associate Lecturer (cum part-time post graduate student at UTM), Taylor’s College Petaling Jaya, Selangor | Prof. Emeritus Dato’ Ir. Dr. Zainai bin Mohamed, P.Eng No. 8236, Professor Emeritus, UTM RAZAK School of Engineering and Advanced Technology, UTM KL | **1.** Lecturing, assessing course works and assignments, preparing quiz/test/examination questions and evaluating quiz/test/examination answer scripts of Civil Engineering related subjects to Diploma of Architecture and Diploma of Quantity Surveying students. Subjects include Building Construction I, Building Construction II, Building Materials and Construction Law.**2.** Preparing and organizing study trips and events**3.** Editing monograph entitled “Masjid Negara: The National Mosque” published by Taylor’s College Petaling Jaya Publications.**4.** Carrying out research on “Key Performance Indicators (KPIs) for Private Finance Initiative (PFI) in Malaysia” as a part of PhD study (pursued on a full-time basis, concurrently whilst full-time working as the Associate Lecturer) **5.** Writing/publishing research papers related to PhD thesis in supporting the findings/recommendations by the thesis **6.** Presenting research papers related to PhD thesis in international conferences around the globe. |
| December 2007- February 2010 | Lecturer, Universiti Teknologi Malaysia, Kuala Lumpur | Prof. Emeritus Dato’ Ir. Dr. Zainai bin Mohamed, P.Eng No. 8236, Professor Emeritus, UTM RAZAK School of Engineering and Advanced Technology, UTM KL | **1.** Lecturing, assessing course works and assignments, preparing quiz/test/examination questions and evaluating quiz/test/examination answer scripts of: 1. Diploma of Civil Engineering subjects: Civil Engineering Drawing, Soil Mechanics, Geotechnical Engineering, Project Management and Construction Practice, Mechanical and Electrical System, Civil Engineering Laboratory 1 and Civil Engineering Laboratory 2
2. Diploma of Urban and Regional Planning subjects: Urban Engineering

**2.** Coordinating subjects of Soil Mechanics, Geotechnical Engineering, Mechanical and Electrical System, Contract and Estimation, and Project Management and Construction Practice in terms of:1. Planning for subjects schedules and team-teaching schedules
2. Defining, promoting awareness of and maintaining the adopted curriculum
3. Developing an action plan for subjects improvement in a form of Course Review Report (CRR)
4. Assisting with review of lecturer’s performance in the classroom through observation and students’ reports in e-PPP system
5. Assisting in preparing any written reports/document of the subjects to the School
6. Creating, editing, and formatting correspondence and other written materials related to the subjects
7. Requesting new materials and equipment in order to provide instructional support to teach in the attempts to meet curricular outcomes
8. Assessing the need for instructional resources based on lecturers’ input as required by the curriculum cycle
9. Invigilating questions developed for courseworks, assignments and quiz/test/examination
10. Meeting subjects’ lecturers to evaluate, develop, monitor and plan the subject implementation; develop, implement and monitor action plans for the subjects; and ensure subjects continuity
11. Preparing and organising study trips and events namely study visits to Skudai, Pulau Langkawi and Medan, Indonesia

**3.** Responsible as Head of Civil Engineering Workshop (December 2007 – June 2008), Head of Highway Laboratory (July 2008 – December 2008), Head of Hydraulics and Hydrology Laboratory (January 2009 – June 2009) and Head of Soil and Geotechnical Laboratory (July 2009 – February 2010) in:1. Planning, defining, promoting awareness of and maintaining the overall operation and administration of the laboratory
2. Ensuring that the laboratory equipments are as per standards/requirements
3. Advising the School on the needs of new laboratory equipments
4. Ensuring that new procedures or new equipments are reviewed, tested and if any included in the procedure manuals and followed by all teachnicians
5. Establishing and documenting related action plans/policies/manuals/procedures/rules/forms related to the overall operation and administration of the laboratory
6. Identifyng remedial training or continuing education needs for technicians

**4.** Carrying out research on “Key Performance Indicators (KPIs) for Private Finance Initiative (PFI) in Malaysia” as a part of PhD study (pursued on a full-time basis, concurrently whilst full-time working as the Lecturer) **5.** Writing/publishing research papers related to PhD thesis in supporting the findings/recommendations by the thesis 1. **6.** Presenting research papers related to PhD thesis in international conferences around the globe.
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| March 2010 - August 2010 | Senior Lecturer, Universiti Teknologi Malaysia, Kuala Lumpur | Prof. Emeritus Dato’ Ir. Dr. Zainai bin Mohamed, P.Eng No. 8236, Professor Emeritus, UTM RAZAK School of Engineering and Advanced Technology, UTM KL | **1.** Lecturing, assessing course works and assignments, preparing quiz/test/examination questions and evaluating quiz/test/examination answer scripts of: 1. Diploma of Civil Engineering subject: Soil Mechanics
2. Diploma of Urban and Regional Planning subject: Urban Engineering
3. Diploma of Architecture subject: Building Services 1

**2.** Coordinating subjects of Soil Mechanics, Geotechnical Engineering, Project Management and Construction Practice, and Act and Safety in terms of:1. Planning for subjects schedules and team-teaching schedules
2. Defining, promoting awareness of and maintaining the adopted curriculum
3. Developing an action plan for subjects improvement in a form of Course Review Report (CRR)
4. Assisting with review of lecturer’s performance in the classroom through observation and students’ reports in e-PPP system
5. Assisting in preparing any written reports/document of the subjects to the School
6. Creating, editing, and formatting correspondence and other written materials related to the subjects
7. Requesting new materials and equipment in order to provide instructional support to teach in the attempts to meet curricular outcomes
8. Assessing the need for instructional resources based on lecturers’ input as required by the curriculum cycle
9. Invigilating questions developed for courseworks, assignments and quiz/test/examination
10. Meeting subjects’ lecturers to evaluate, develop, monitor and plan the subject implementation; develop, implement and monitor action plans for the subjects; and ensure subjects continuity
11. Preparing and organising study trips and events namely to Cameron Highlands and Phnom Penh, Cambodia

**3.** Responsible as Head of Soil and Geotechnical Laboratory (March 2010 – June 2010) in:1. Planning, defining, promoting awareness of and maintaining the overall operation and administration of the laboratory
2. Ensuring that the laboratory equipments are as per standards/requirements
3. Advising the School on the needs of new laboratory equipments
4. Ensuring that new procedures or new equipments are reviewed, tested and if any included in the procedure manuals and followed by all teachnicians
5. Establishing and documenting related action plans/policies/manuals/procedures/rules/forms related to the overall operation and administration of the laboratory
6. Identifyng remedial training or continuing education needs for technicians

**4.** Supervising Master, PhD and Engineering Doctorate students in undertaking research related to Project Management and Construction Management ranging from Civil Engineering, Mechanical Engineering, Quantity Surveying, Urban Design and Human Resources students.**5.** Carrying out research on “Key Performance Indicators (KPIs) of Malaysia’s Construction Industry” under UTM Short-Term Research Grant **6.** Writing/publishing research papers related to the on-going research in supporting the findings/recommendations by the research**6.** Presenting research papers related to the on-going research in international conferences around the globe. |
| September 2010 – February2011 | Trainee C&S Engineer, IJM Construction Sdn. Bhd., Grand Hyatt KL Site Project, Jalan Pinang, Kuala Lumpur | Mr. Beh Lai Seng, Senior Project Manager, IJM Construction Sdn. Bhd. | **1.** Assisting C&S Department to coordinate and manage the site work activities**2.** Partaking in all issues related to works**3.** Reporting issues affecting the work progress to the Project Manager**4.** Controlling the documentation of subcontractors' correspondences and issue of drawings**5.** Issuing the site instruction to the subcontractors**6.** Liaising with the consultants/architects/clerk of work on any discrepancy pertaining work execution at site**7.** Chairing Sub-Contractors’ Progress Weekly Meeting |
| March 2011 – August 2011 | Trainee C&S Engineer, KTA Tenaga Sdn. Bhd., D1-21, Jalan PJU 1/41, Dataran Prima, Kelana Jaya, 47301 Petaling Jaya, Selangor | Ir. Lee Chau Kuang, P.Eng No. 9175, Head of C&S Department cum Director, KTA Tenaga Sdn. Bhd. | **1.** Designing the structural elements of a one-storey Bangunan Pentadbiran Universiti Malaysia Sabah, Labuan using bothmanual and computerized design calculation of ATSStructE, Esteem and ORION R15**2.** Designing the water supply systemusing computer programme of InfoWorks**3.** Designing the earthworks for the eight-storey Kolej Kediaman Lelaki, theeleven-storey Kolej Kediaman Perempuan, the 1.5-storey Medan Makan and parking area of Universiti Teknologi MARA(UiTM) Seremban**4.** Designing the box culvert for Langat 2 water treatment plant and water reticulation system**5.** Designing the sewerage system for 10 units of detached houses at Phase 9, Lot 53663, Bukit Jelutong, Seksyen U8, Shah Alam**6.** Designing the road and drainage forUniversiti Teknologi MARA (UiTM) Seremban of which include the road marking design |
| September 2011 – February 2012 | Visiting Senior Lecturer, Universiti Pertahanan Nasional Malaysia, Kuala Lumpur | Prof. Emeritus Dato’ Ir. Dr. Zainai bin Mohamed, P.Eng No. 8236, Professor Emeritus, UTM RAZAK School of Engineering and Advanced Technology, UTM KL | **1.** Lecturing, assessing course works and assignments, preparing quiz/test/examination questions and evaluating quiz/test/examination answer scripts of 4th year of Bachelor of Civil Engineering subjects: Civil Engineering Project Management and Infrastructure Design Project (Capstone I)**3.** Carrying out research on “Pembangunan Buku Panduan Penilaian dan Pemarkahan Makmal dan Bengkel Kejuruteraan UTM RAZAK School of Engineering and Advanced Technology” under Innovation Encouragement Research Grant of UTM**4.** Writing/publishing research papers related to the on-going research in supporting the findings/recommendations by the research**5.** Presenting research papers related to the on-going research in international conferences around the globe |
| March 2012 – April 2012 | Visiting Senior Lecturer, Universiti Teknologi MARA, Shah Alam | Prof. Emeritus Dato’ Ir. Dr. Zainai bin Mohamed, P.Eng No. 8236, Professor Emeritus, UTM RAZAK School of Engineering and Advanced Technology, UTM KL | **1.** Lecturing, assessing course works and assignments, preparing quiz/test/examination questions and evaluating quiz/test/examination answer scripts of 4th year of Bachelor of Civil Engineering subjects: Engineers in Society and Business for Engineers |
| May 2012 – February 2013 | Senior Lecturer cum IT Manager, Universiti Teknologi Malaysia, Kuala Lumpur | Prof. Emeritus Dato’ Ir. Dr. Zainai bin Mohamed, P.Eng No. 8236, Professor Emeritus, UTM RAZAK School of Engineering and Advanced Technology, UTM KL | **1.** Responsible asIT Manager of the School in:1. Managing, updating and monitoring the School’s website
2. Planning, managing and monitoring staff’s training programme related to the usage of computer
3. Accepting and solving reports on IT of the School
4. Managing maintenance of IT equipment of the School
5. Chairing IT Unit meeting
6. Planning, managing, monitoring and maintaining computer systems related to the School including main server/control/ web system, database server/control/ web system, network and security network system, computer security system, library and teaching and learning (T&L) support equipment and computer labs
7. Planning, leading and checking the procurement of IT equipment for service and research of the School
8. Liaising with CICT UTM in matters related to IT
9. Ensuring management of data backup and recovery process follows the coordinated scheduling
10. Representing the School in meeting related to IT

**2.** Supervising Master, PhD and Engineering Doctorate students in undertaking research related to Project Management and Construction Management ranging from Civil Engineering, Mechanical Engineering, Quantity Surveying, Urban Design and Human Resources students.**3.** Carrying out research on “ A Causal Relationship Framework for Success Determinants and Success Criteria of Social Infrastructure in Malaysia” under Research University Grant (Tier 1) of UTM**4.** Writing/publishing research papers related to the on-going research in supporting the findings/recommendations by the research**5.** Presenting research papers related to the on-going research in international conferences around the globe |
| March 2013 – August 2013 | Visiting Senior Lecturer, Universiti Teknologi MARA, Shah Alam | Prof. Emeritus Dato’ Ir. Dr. Zainai bin Mohamed, P.Eng No. 8236, Professor Emeritus, UTM RAZAK School of Engineering and Advanced Technology, UTM KL | **1.** Lecturing, assessing course works and assignments, preparing quiz/test/examination questions and evaluating quiz/test/examination answer scripts of 4th year of Bachelor of Civil Engineering subject: Engineers in Society |
| September 2013 - present | Senior Lecturer cum IT Manager, Universiti Teknologi Malaysia, Kuala Lumpur | Prof. Emeritus Dato’ Ir. Dr. Zainai bin Mohamed, P.Eng No. 8236, Professor Emeritus, UTM RAZAK School of Engineering and Advanced Technology, UTM KL | **1.** Lecturing, assessing course works and assignments, preparing quiz/test/examination questions and evaluating quiz/test/examination answer scripts of Master of Sustainable Urban Design subjects: Research Methodology for Sustainable Urban Design and Sustainable Construction and Design**2.** Coordinating subjects of Research Methodology for Sustainable Urban Design and Sustainable Construction and Design in terms of:1. Planning for subjects schedules and team-teaching schedules
2. Defining, promoting awareness of and maintaining the adopted curriculum
3. Developing an action plan for subjects improvement in a form of Course Review Report (CRR)
4. Assisting with review of lecturer’s performance in the classroom through observation and students’ reports in e-PPP system
5. Assisting in preparing any written reports/document of the subjects to the School
6. Creating, editing, and formatting correspondence and other written materials related to the subjects
7. Requesting new materials and equipment in order to provide instructional support to teach in the attempts to meet curricular outcomes
8. Assessing the need for instructional resources based on lecturers’ input as required by the curriculum cycle
9. Invigilating questions developed for courseworks, assignments and quiz/test/examination
10. Meeting subjects’ lecturers to evaluate, develop, monitor and plan the subject implementation; develop, implement and monitor action plans for the subjects; and ensure subjects continuity
11. Preparing and organising study trips and events namely to Tokyo, Japan and PWTC

**3.** Responsible as IT Manager of the School in:1. Managing, updating and monitoring the School’s website Planning, managing and monitoring staff’s training programme related to the usage of computer
2. Accepting and solving reports on IT of the School
3. Managing maintenance of IT equipment of the School
4. Chairing IT Unit meeting
5. Planning, managing, monitoring and maintaining computer systems related to the School including main server/control/ web system, database server/control/ web system, network and security network system, computer security system, library and teaching and learning (T&L) support equipment and computer labs
6. Planning, leading and checking the procurement of IT equipment for service and research of the School
7. Liaising with CICT UTM in matters related to IT
8. Ensuring management of data backup and recovery process follows the coordinated scheduling
9. Representing the School in meeting related to IT

Nama dan Tandatangan*Name and Signature***4.** Supervising Master, PhD and Engineering Doctorate students in undertaking research related to Project Management and Construction Management ranging from Civil Engineering, Mechanical Engineering, Quantity Surveying, Urban Design and Human Resources students**5.** Carrying out research on “Construction On-Site Productivity Constraints and Improvement Measures: A Framework for Malaysian Construction Industry” under Research University Grant (Tier 1) of UTM**6.** Writing/publishing research papers related to the on-going research in supporting the findings/recommendations by the research**7.** Presenting research papers related to the on-going research in international conferences around the globe |