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*Curriculum  
vitae  
2024*

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### A: Personal Profile

Full Name: Gunalan Nachiappan

NRIC No: 711010-07-5411

Age: 52

Date/Place of Birth: 10th October 1971, Georgetown, Penang

Sex: Male

Marital Status: Married with three children

Nationality: Malaysian

Health: Excellent

Height/Weight: 1.76M/80KG

Languages Spoken/Written: English/Malay/Tamil

### B. Employment History

No	Year	Designation	Company
1.	Jan 1995-June 1995	Management Trainee	Leader Holdings Bhd.
2.	April 1996-Nov 1997	Production Executive	Seagate Penang-STPG- S
3.	Dec 1997 –Dec 1998	Production Superintendent	Seagate Penang-STPG- A
4.	Jan 1999-July 1999	Senior Training Officer	Seagate Penang-STPG- Ipoh
5.	Aug 1999- March 2000	Senior Planner cum Buyer	Seagate Penang-STPG- Perai
6.	April 2000 -Dec 2002	Section Head –Manufacturing	Seagate Penang-STPG- Perai
7.	Jan 2003- July 2003	Business Development Manager	Pearlsoft Sdn.Bhd
8.	July 2003 – April 2004	Senior Lecturer and Head of Marketing Cluster	ITMP College
9.	April 2004 – Dec 2006	Co-Founder CGES Administration Officer cum Part Time Lecturer in Faculty of Business Management	Centre of General and Extracurricular Studies / AIMST
10.	Dec 2006 – Aug 2009	Promoted as Lecturer cum Industrial Training Coordinator	Faculty of Business & Management/AIMST
11.	Sep 2009 – June 2013	Promoted as Head of Department (Exams) cum Lecturer	Registry/AIMST/Faculty of Business & Management
12.	2011 -2012	Acting Head of Student Admission and Records Division	Registry/AIMST
13.	June 2013 – Jan 2019	Senior Manager Human Resource & Administration	Penang International Dental College
14.	Jan 2019 – Dec 2023	Senior Manager – Examination & Quality Assurance	Penang International Dental College
15.	Jan 2024- Present	Registrar	Penang International Dental College

### C: Education Background

No	Year	Institution	Grade / Major
1.	1991-1992	St'Mark Secondary School	5 Principal (Arts) STPM
2.	1992-1996	University Utara Malaysia	BBA (Hons) Management
3.	1995	ARGI CONSULTANTS	Certificate in Supervisory Leadership Skills
4.	2000	Seagate Industries, Penang	Certificate in Green Belt Six Sigma/Supply Chain Mgmt.
5.	2000-2002	University Utara Malaysia	MBA Management
6.	Feb- May 2002	Informatics	MCSE, Certificate of Credential (5 months)
7.	2002-2003	ITMP Training & Consultancy	Certificate in Personal and Project Management
8.	2004	FMM	Effective Communication at Workplace
9.	2005	AEAC	Certificate in Business Writing Skills
10.	2007	UTAR University	Certificate in Effective Communication for Educator
11.	2008	AIMST University	Domestic Inquiry Workshop
12.	2009	Centre of Customer Care, Malaysia	Certified Customer Service Manager (CCSM)
13.	2011-2012	ISO Awareness, Internal Auditor	SIRIM & AIMST University
14.	2012-2013	University Leadership Camp	AIMST University
15.	2013	ISO 9001:2008 QMS Workshop	SIRIM
16.	2014	ISO 9001:2008 Internal Audit Workshop	SIRIM
17.	2017	ISO 9001: 2015 QMS Workshop	SIRIM
18.	2018	ISO 9001:2015 Internal Audit Workshop	SIRIM
19.	2018	CPR First Aid Workshop	St' John Ambulance Malaysia
20.	2020	Train the Trainer Certification	Krissai Mgmt & PSMB
21.	2021	Lead Auditor ISO 9001:2015	British Standard Institution
22.	2022	Neuro Logical Programming (NLP)Practitioner Certification	Udemy International Ltd.
23.	2023	HRDCorp Northern Region Conference	HRDCORP, Penang

#### D. Teaching and Consultancy Experiences /In Progress

No	Experiences	Company/College/University
1.	In-House Training (Seagate Technology) TQM, Leadership and Development Skills, Team Building, 7QC Tools, 5S	Seagate Technology
2.	Conducted ABE Diploma(UK) programme	Pearlsoft Training & Consultancy Sdn.Bhd./Informatics
3.	Graduate Training Scheme, Retrenched Workers Programme Gained good experience training-up 480 graduates from local University and approximately 150 retrenched workers from Industries & SME/SMI Groups.	ITMP College & Consultancy
4.	Module Writer for Executive Development Programme	ITMP College/ Informatics
5.	Part Time Tutor / Facilitator for BATC UTM Programme 2008-2015	Kulim, Sungai Petani, Kuala Lumpur, Kuantan, Kemaman
6.	Lecturer: Total Quality Management, Principles of Management, Marketing, Business Ethics, Technology Entrepreneurship, Sales Management, Organization Behavior	AIMST University
7.	Conducted lecture/ tutorial for undergraduate & postgraduate students at 2010 –2023 Part Time / Weekend	OUM
8.	Participated in Human Capital Development Programme (NCER). About 125 students enrolled into the programme. The fields of studies are Professional Diploma in Culinary Arts, Travel and Tourism, Event Management, Hospitality Management and Retail Management.	Managed by NCER/METEOR/OUM
9.	Conducted ISO 9001:2015 QMS Workshop 2018	Penang International Dental College
10.	Conducted Webinar Workshop ISO 9001: 2015 QMS & Risk Based Approach (Working Committee) October 2021	Penang International Dental College
11.	MPU Subjects - Entrepreneurship Module for Class 2024 PIDC, Youth Development (March 2022) for Class 2024 PIDC & Bahasa Melayu Komunikasi II – (September 2023) for International Student – Class 2024 PIDC  Conducted 4 hours Talked for Russian Exchange Student Programme – Introduction of Malaysia in Various Aspects	Academic – MPU Subjects (Penang International Dental College)

12.	<p>HRDCORP SOFT SKILLS WORKSHOP CONDUCTED</p> <ol style="list-style-type: none"> <li>1. Course Title: ISO 9001:2015, QUALITY MANAGEMENT SYSTEM &amp; RISK BASED APPROACH Date: 7th &amp; 8th March 2022 (2 days) -9.00am-5.00pm</li> <li>2. Course Title: INTERNAL AUDIT TRAINING, ISO 9001:2015 Date: 14th &amp; 15th March 2022 (2 days) - 9.00am – 5.00pm</li> <li>3. Course Title: ISO 9001:2015 INTRODUCTION, DOCUMENTATION AND IMPLEMENTATION Date: 13th &amp; 14th April 2023 (2 days) -9.00am -5.00pm</li> <li>4. Course Title: ISO 9001:2015 INTERNAL AUDIT: ESTABLISHMENT OF OPERATIONAL,REPORTING AND COMPLIANCE ``THE ART OF INTERNAL AUDIT`` Date: 2nd &amp; 3rd May 2023 (2 days) -9.00am – 5.00pm</li> <li>5. Course Title: EFFECTIVE TIME MANAGEMENT AT \ WORKPLACE Date: 15th&amp; 16th May 2023 (2 days) – 9.00am – 5.00pm</li> <li>6. Course Title: CULTIVATING POSITIVE THINKING AND WORK ATTITUDE Date: 13th &amp; 14th June 2023 (2 days) – 9.00am – 5.00pm</li> <li>7. Course Title: ISO 9001 2015 INTERNAL AUDIT IMPLEMENTATION WORKSHOP Date: 16th June 2023 (½ Day) – 9.00am-1.00pm</li> <li>8. Course Title: SPOKEN BAHASA MELAYU WORKSHOP Date: 26th June 2023 (½ Day) – 2.00pm -6.00pm</li> <li>9. Course Title: CREATING AN EFFECTIVE TEAM AT WORKPLACE Date: 4th&amp; 5th July 2023 (2 days) – 9.00am – 5.00pm</li> <li>10. Course Title: EMOTIONAL INTELLIGENCE (EQ) FOSTERING EMPLOYEE ENGAGEMENT SUSTAINABILITY Date: 22nd &amp; 23rd November 2023 (2 days) – 9.00am – 5.00pm</li> <li>11. Course Title: DEVELOPING EFFECTIVE LEADERS RESULTING TO GOOD GOVERNANCE Date: 12th &amp; 13th December 2023 (2 days) – 9.00am – 5.00pm</li> <li>12. Course Title: BRIDGING THE ORGANIZATIONAL CITIZENSHIP BEHAVIOR (OCB), SOCIAL WORK BEHAVIOR (SWB) AND BUSINESS SUSTAINABILITY Date: 27th- 29th December 2023 (3 days) – 9.00am – 5.00pm</li> </ol>	
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