

UMMI KALTHUM BINTI SHUIB

| 731221-09-5066 | 21st Dec 1973 | Married | Kuala Lumpur |

PROFILE

Ummi Kalthum binti Shuib, has been working for more than 25 years in private and public services, in which 22 years of the tenure has been dedicated within the government's state and federal agencies. She has been responsible for creating and enabling communication between the government, stakeholders and especially the public at large. This was due to her responsibility in managing the revenue center in Seberang Perai Municipal Council (MPSP) between 1998 to 2008. She had driven the changes and shifts of the management of MPSP's tax payers. Her creativity in simplifying many processes related to Assessment Tax has been benchmarked by other Local Authorities (LA) in Malaysia. Her achievement in MPSP includes the creation of new sources of income, re-establishing single servicing counters into multi servicing counters, redesigning the Revenue Collection System for MPSP such as by integrating bills and online payment gateways, two years advanced payment, debt collection and enforcement, also the central revenue reconciliation system.

The above initiatives has put MPSP in the world and country's maps in becoming the first LA to achieve and provide services and programmes such as, lucky draw for assessment's tax payers, SMS assessment's bill, online payment gateway, advertisement on assessment's bill, electronic banking center, customer relationship management, public ratings and many other excellent small but impactful initiatives.

Due to her capabilities, KPKT has offered her to become the first Director of Finance at Solid Waste and Public Cleansing Management Corporation (SWCorp). She had already spent 13 years in her current position. She handles RM100 millions of operating funds and RM2 billion of Solid Waste and Public Cleansing Fund yearly.

As one of the pioneers in SWCorp, she had evolved in the formation of many policies, processes and systems in order to become the first Federal Agency in the world providing the solid waste and public cleansing services (PSPA). Taking over the services from 54 LAs in Peninsular of Malaysia, was such a challenge for SWCorp.

Her achievement in SWCorp includes the creation of the agency's overall coding system which is still in used, setting up of the assets, accounting and financial systems, PSPA Education fund, MOF's approvals to purchase a building as SWCorp's head quarter's in Cyberjaya and renovation of the building via financial loans. In ensuring the survival of SWCorp she had initiated a long term saving fund in order to repay back the building's loan, employees' medical expenses and cash award in lieu of leave (GCR) . The fund was approved based on the 11 years of profits generated from her investment strategy which had amounted to RM104 million.

Apart of that, she is very much involved in public awareness about recycling, reuse and reduce (3R), #ValueFoodNoWaste campaign, 3R Bazar Online Shop, and also attribute her artistic skills in the creation of upcycling initiatives of Batik Pelangi.

With her passion in innovations and excellent track records of service improvement and incremental revenue generation, she will surely gives her best in any roles in order to lead, reform and drive changes in any organisation and Malaysia at large.

EXPERIENCE

SEPT 2021 - PRESENT	DIRECTOR OF FEDERAL TERRITORY (PENGARAH WILAYAH PERSEKUTUAN) Public Cleansing and Solid Waste Management Corporation [Perbadanan Pengurusan Sisa Pepejal dan Pembersihan Awam] (SWCorp)
AUG 2008 - AUG 2021	DIRECTOR OF FINANCE (PENGARAH, BAHAGIAN KEWANGAN) Public Cleansing and Solid Waste Management Corporation [Perbadanan Pengurusan Sisa Pepejal dan Pembersihan Awam] (SWCorp)
17th Aug 2020 - 3rd May 2021	Covering as Deputy Chief Executive Officer (Management) [Menanggung tugas sebagai Timbalan Ketua Pegawai Eksekutif (Pengurusan)] (JUASA C)
7th June 2019 - 22nd Aug 2019	
16th Jan - 30th Oct 2017	Temporary Transferred as Director of Management Services



CONTACT INFORMATION

E-MAIL	: ummi@swcorp.my / pengarahwp@gmail.com
HP	: 019.446.0300
TIK TOK	: @PWPSWCorp
INSTAGRAM	: @doftswcorp
FACEBOOK	: Ummi K Shuib
X	: @UmmiSWCorpMy

EDUCATION

2003	: Master of Business Administration (MBA) Universiti Sains Malaysia (USM)
1996	: Bachelor of Arts (Hons), Accounting & Finance West London University (formerly known as Thames Valley University)
1993	: A-Level Center of Preparatory Studies Universiti Teknologi Mara, Shah Alam, Selangor
1990	: Sijil Pelajaran Malaysia (SPM) Mara Junior Science College (MRSM), Berseri, Perlis

CORE SKILLS

- # Revenue / Trend Analysis
- # Continuous Improvement
- # Promotion and Marketing
- # Communication
- # Budget Forecast
- # Conflict Resolution
- # Benchmarking
- # Knowledge Management
- # Moderating, Presenting, Chairing
- # Corporate Change
- # Generating New Sources of Income

Recognition and Awards

- 2021 : Initiated SWCorp Covid-19 Fighters
: On Air with Selamat Pagi Malaysia, TV1, Entitled "Makan Sampai Habis"
(<https://www.youtube.com/watch?v=kpx4g0XOyz4>)
: On Air with Kool.fm, Entitled "Elak Pembaziran Makanan di Bulan Ramadhan"
(<https://web.facebook.com/100039917630405/videos/467668397907077/>)
: On Air with PPUM FB Live "Program Hijaukan PPUM - Nikmat Yang Dibazirkan"
(<https://www.youtube.com/watch?v=IfiBEwHRGtK>)
- 2020 : Collaboration with Perlis State Government in Restoring Kampung Seberang Ramai, Kuala Perlis. Programme was officiated by DYMM Raja Muda Perlis
: Co-Organiser World Clean Up Day, State of Malacca
- 2008 - 2019 : Financial Audit Clean Certificate from Auditor General of Malaysia
- 2019 : Initiated the Long Term Saving Fund for SWCorp
: 2nd Runner Up, Cleanest Office of KPKT
- 2017 : Standard Accounting for Government Agency (SAGA) Compliance Award
- 2015 : 2nd Rank amongst 20 Federal Agencies in Accountability Index
: Panelist, Censof World Conference, Mumbai , India
- 2014 : Presenter and Panelist, Censof World Conference, Ho Chin Minh, Vietnam
- 2013 : Excellent Service Awards

NOV 1998 - AUG 2008

ASSISTANT DIRECTOR OF TREASURY DEPARTMENT (PENOLONG PENGARAH PERBENDAHARAAN)

Seberang Perai Municipal Council [Majlis Perbandaran Seberang Perai] (MPSP),

Aug - Nov 2008 : Acting as Director of Treasury (W48)

2007 - 2008 : Part Time Lecturer, Universiti Sains Malaysia (USM),

Business Communication & Advertising

Recognition and Awards

- 2000 - 2008 : Manager, Lucky Draw for MPSP's Tax Payers
- 2007 : Champion for E-services Category, Penang Chief Minister's K-ICT Award, Project Entitled "Management of MPSP's Tax Payer"
: Finalist, Financial Management Quality Award (Anugerah Kualiti Pengurusan Kewangan)
: Second Runner-up, Local Authority Quality Award (Anugerah Kualiti Pihak Berkuasa Tempatan)
: Finalist, APICTA Award, Project Entitled "Management of MPSP's Tax Payer"
- 2006 : Second Runner-up, E-services Category, Penang Chief Minister's K-ICT Award, Project Entitled "Customer Relationship Management of Tax Payers' Account"
: Special Award, Penang State's Counter Services Award
: Second Runner-up, Penang State's Innovation Award, Project Entitled "Pemprosesan Data-data Kutipan Hasil oleh MPSP"
- 2004 : Finalist, Finance Chief Secretary Award (Anugerah Kualiti Ketua Setiausaha Kementerian Kewangan)
: Excellent Service Award
- 2003 : Champion, Penang State Financial Management Quality Award
- 2002 : Listed as 20 Best Agencies for The Prime Minister Quality Award (Anugerah Kualiti Perdana Menteri)

JUNE - OCT 1998

PROGRAMME ADVISOR

Kolej Aman Jaya, Sungai Petani, Kedah

MARCH - MAY 1998

TECHNICAL ADVISOR

McInter Worldwide Sdn. Bhd., Northern Region, Sungai Petani, Kedah

MAY 1997 - MARCH 1998

ACCOUNTANT

Jejak Timuran Sdn. Bhd., Alor Setar, Kedah

DEC 1996 - APR 1997

TUTOR

Universiti Utara Malaysia (UUM), Sintok, Kedah

AUG - NOV 1996

TEMPORARY TEACHER

Sekolah Menengah Syed Sirajuddin, Jejawi, Perlis

LANGUAGE SKILLS

Malay : Native
English : Intermediate High
Sign : Beginner

GOVERNMENT PROMOTIONAL TRACK

2nd Nov 1998 : Accountant W3 (Contract)
1st Jul 2002 : Accountant W3 (Permanent)
27th June 2004 : Accountant W41 (Confirmed)
1st May 2005 : Accountant W44 (Acting)
20th May 2005 : *Obtained Pension Status*
1st Oct 2007 : Accountant W44 (Confirmed)
7th Aug 2008 : Accountant W48 (Offered)
1st March 2010 : Accountant W48 (Confirmed)
1st Nov 2010 : Accountant W52 (Confirmed)
18th Nov 2013 : Accountant W54 (Acting)
1st Jan 2016 : Accountant W54 (Confirmed)

COMMUNITY ENGAGEMENT

2020 - Present : Committee Member
Pertubuhan Amal dan Kebajikan Rumah Lavender, Perlis

2019 - 2021 : Enterprenuer Committee

2016 - 2018 : Sport & Health Committee

2009 - 2015 : Treasurer
PUSPANITA KPKT

2019 - Present : Committee Member

2014 - 2019 : Treasurer
Alumni for Executive Development Programme Malaysia - Korea (Alumni EDP Coti)

2014 - 2016 : Committee Member
Persatuan Mata Hati Malaysia

2014 - 2016 : Committee Member
Koperasi Pekerja SWCorp

2004 - 2008 : Secretary
Jawatankuasa Kerja Akauntan PBT

2001 - 2006 : Secretary
PUSPANITA MPSP

1994 - Present : Master of Ceremony
Moderator
Presenter
Local and International Conferences

REFERENCES

- (1) YBhg Dato' Hj Farizan bin Darus
FORMER PENANG CHIEF STATE SECRETARY
HP: +6019.444.6776
- (2) YBhg Datuk Noriah bin Hashim
FORMER DEPUTY CHIEF SECRETARY (MANAGEMENT)
THE MINISTRY OF HOUSING AND LOCAL GOVERNMENT (KPKT)
HP: +6019.388.8005