

CURRICULUM VITAE

(2008– 2022)



ZURAIFAH ZAINI
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ZURAIFAH BT ZAINI

Place of Birth: Ipoh, Perak

Date of Birth: 19 Feb 1976

Sex: Female

Citizenship: Malaysian

Identification number: 760219 08 6438



Position: Head of Department

Professional position: Lecturer

Marital status: Married

Name of spouse: Mohd Faizal Ghazali

Number of children: 2





ACADEMIC QUALIFICATIONS



Universiti Kebangsaan Malaysia

B.Ed (Hons)TESL

2000

UiTM, Shah Alam

M.Ed TESL

2005

WORK EXPERIENCE

2000 -2002: Kolej IKIP, Kuantan Pahang

2003-2005: Kolej INPENS, Shah Alam Selangor

2005 – 2008: UNISEL, Bestari Jaya, Kuala Selangor

2008 – present : Kolej Universiti Islam Antarabangsa Selangor



POSITIONS IN ADMINISTRATION

Head of Department from April 2019 - present

AWARDS / ACKNOWLEDGEMENTS / APPOINTMENTS (NATIONAL & INTERNATIONAL LEVEL AND KUIS)

- Anugerah Perkhidmatan Cemerlang, KUIS 2018
- Anugerah Khidmat Setia (10 tahun), KUIS 2019

EXPERTISE AND CONSULTATION

INTERNATIONAL LEVEL (15)

No.	Committee Name	Period	Status
1	Regional Conference on Civilization & Islamic Thought (ReCIT 2015)	2015	Protocol - Committee
2	Persidangan Antarabangsa Sains Sosial & Kemanusiaan (PASAK)	2016	Promotion & Sponsorship-Committee
3	Regional Conference on Civilization & Islamic Thought (ReCIT 2016)	2016	Director
4	Regional Conference on Civilization & Islamic Thought (ReCIT 2018)	2018	Souviner - Committee
5	Persidangan Antarabangsa Sains Sosial & Kemanusiaan (PASAK)	2018	Protocol - Committee
6	Persidangan Antarabangsa Sains Sosial & Kemanusiaan (PASAK)	2019	Promotion & Sponsorship-Committee
7	Persidangan Antarabangsa Sains Sosial & Kemanusiaan (PASAK)	2020	Head of Committee - Proceeding
8	Persidangan Antarabangsa Sains Sosial & Kemanusiaan (PASAK)	2022	Registration - Committee

NATIONAL LEVEL (36)

No.	Committee Name	Period	Status	Status

KUIS (48)

No.	Position	Agencies
1	Juruaudit dalaman Sistem Pengurusan Kualiti Starting from January 2009 to present	KUIS
2	Mentor Starting from 2008 to present	PPT, KUIS
3	Ketua Juruaudit dalaman Sistem Pengurusan Kualiti Starting from 2016 to present	PPT, KUIS
4	AJK kesepakaran Unit Bahasa Inggeris Starting from 2018 to present	PPT, KUIS
5	Person in Charge for English textbook Starting from 2015 to 2020	PPT, KUIS
6	Head of Department Starting from April 2021 to present	PPT, KUIS

JOURNAL/MONOGRAPH/GUIDELINES AND POLICIES EDITORS (12)

No.	Position	Name of Journal/Monograph/Guideline
Not applicable		

ARTICLE OR JOURNAL CONSULTANTS/ REVIEWERS (83)

No.	Position	Name of Journal/Task
Not applicable		

PROFESSIONAL BODIES MEMBERSHIP

No.	Committee Name	Period	Status	Status
Not applicable				

INDUSTRIAL TRAINING OR PRACTICUM SUPERVISION**List of Industrial Training or Practicum Students (122 students)**

Bil.	Nama Pelajar	Bidang Pengajian	Tahun Lulus
1	AFRIENA SYASYA BINTI AHMAD SAZALI	Diploma TESL	2021
2	NUR NAJIHANI BINTI HASSAN	Diploma TESL	2021
3	RUHIL AINA BINTI MUSA	Diploma TESL	2021
4	MUHAMMAD SHAHID IKRAM BIN IMAAN	Diploma TESL	2021
5	ANIS AFIFAH HANNANI BINTI YANAZAMRI	Diploma TESL	2021

List of Undergraduate Students Thesis Supervision

Not applicable

List of Master's Students Thesis Supervision

Not applicable

List of Doctor of Philosophy Students Thesis Supervision (6 students)

Not applicable

RESEARCH (20)

List of Research Activities

1	Contoh: Consultative Panel	0
2	Joint Research	0
3	Chief Researcher	1
4	Co- Researcher	1
5	Phd Research	0
6	Master Research	0
	Total	2

Joint Research/Research that has been/is being conducted

Chief Researcher

Bil.	Tajuk Penyelidikan	Tahun/Tempoh	Sumber Kewangan
1	<i>Lecturers Readiness In Using Cloud Computing Tools To Assist Language Learning At Private Higher Learning Institutions In Selangor</i>	Setahun /September 2018- September 2019	RM 9 600
	Geran Penyelidikan & Inovasi KUIS 2018 (GPIK)		
	JUMLAH		RM 9 600

Research Team Members (

Bil.	Tajuk Penyelidikan	Tahun /Tempoh	Sumber Kewangan
1	<i>Needs Analysis of Workplace Communication Needs of Islamic Institutions in Malaysia</i>	Mei 2016 – August 2017/ setahun	RM 9 999
	Geran Penyelidikan & Inovasi KUIS 2016 (GPIK)		
	JUMLAH		RM 9 999

RESEARCH WRITING AND PUBLICATIONS

List of Publications

No.	Item	Number
1	Penulis Buku	0
2	Laporan Kajian/Monograf	1
3	Bab dalam Buku	1
Total		2

BOOK AUTHORS

RESEARCH REPORTS/MONOGRAPHS (1)

Workplace Communication Needs in Selected Islamic Institutions in Malaysia. Aishah Amirah Zainal Abidin (KUIS), **Zuraifah Zaini (KUIS)**, Nur Shafiqah Abdullah (KUIS), Puziah Wahab (KUIS)

BOOK CHAPTERS (1)

1. **Zuraifah Zaini**, Puziah Abd Wahab, Aishah Amirah Zainal Abidin & Nur Shafiah Abdullah. Current Needs in the Use of English in Islamic Institutions dalam buku Diaspora Melayu: Perkembangan & Cabaran, Universiti Pendidikan Sultan Idris. No ISBN:978 967 2163 30 5

BOOK EDITORS (1)

1. Diaspora Melayu: Perkembangan & Cabaran, Universiti Pendidikan Sultan Idris. No ISBN:978 967 2163 30 5

JOURNALS

Not applicable

JOURNAL – MAIN AUTHOR

Not applicable

JOURNAL – CO-AUTHOR (1)

Hamdi Khalis, Rosmawar Mohamed, Siti Fatimah Shafiee, Nidana Yahya, **Zuraifah Zaini**. Impoliteness Strategies Inflicted by Twitter Users: The Case of Interaction with Malaysian Royal Family. e-Jurnal Bahasa dan Linguistik (e-JBL), 3(2), 94-103.

PROCEEDINGS

Not applicable

RESEARCH POSTERS

Not applicable

LIST OF INTERNATIONAL AND NATIONAL SEMINAR PRESENTATIONS

To be upated

REFEREES

1. Dr Yosef Niteh
Dekan
Pusat Pengajian Teras, KUIS
Pejabat: 03 891 17000 samb 4123
Tel Bimbit: 012 3610 653
2. Dr Rosfazila binti Abdul Rahman
Timbalan Dekan (Akademik dan Pengantarabangsaan)
Pusat Pengajian Teras, KUIS
Pejabat: 03 891 17000
Tel Bimbit: 012-331 3020