



WANFAH PROSPER PLT

(201504000983)(LLP0004760-LGN)



Song Xiu Hui (Camen)

Bachelor Degree of Business (Hons) Hotel Management (UMS), Member of MIHRM, Member of SHRM
HRD Corp Accredited Trainer, Certified OSHA Coordinator, DISC Facilitator

Song Xiu Hui, widely known as Camen, is a highly experienced Human Resources Practitioner and a HRD Corp Accredited Trainer. She is a dedicated professional with over 10 years of experience in coaching and facilitating , driven by a passion for Personal Development, Leadership, and Human Resources Management.

Key Expertise & Specializations: Camen's expertise spans a wide array of human capital development and compliance areas:

- **Employment Act & Labour Legislation:** She specializes in assisting Human Resources Personnel in SMEs with the Employment Act and helps companies avoid penalties from the Ministry of Human Resources and Industrial Relation cases.
- **Human Resources Management & Compliance:** Experience includes setting up Human Resources Departments , conducting HR audits , and ensuring compliance in areas like Personal Data Protection Act (PDPA) and Anti-Bribery and Corruption .
- **Performance & Discipline:** Skilled in managing misconduct, poor performance through Personal Improvement Plans , and handling sexual harassment at the workplace.
- **Leadership & Team Development:** Over a decade of experience in facilitating team building, leadership, and personal development programs. She designs and customizes indoor and outdoor training modules.
- **Corporate Social Responsibility (CSR):** Proven ability to assist companies in leading teams to achieve Corporate Social Responsibility (CSR) scores and awards.
- **Business Communication:** An experienced Business English trainer and also proficient in Business Mandarin and basic Japanese.

Professional Background & Memberships: Camen has held roles as Human Resources & Training Manager and Human Resources Business Partner in both SME and multinational corporations. She is a Member of MIHRM and SHRM. She also holds certifications as a Certified OSHA Coordinator and DISC Facilitator , and is a Certified Hypnotherapist by IHA.

Notable Achievements:

- Successfully increased CSR scores, leading Hotel Jen Puteri Harbour to become a Top 3 Best CSR Practice Hotel and ensuring its mention in Shangri-La Monthly CSR Best Practices.
- Awarded "Colleague of The Year 2017" at Hotel Jen Puteri Harbour.
- Assisted in organizing Emergency Response Teams (ERT) for several hotels.