

**Gita Barkah**  
Jl. Pengadegan selatan No.30 RT.001/ RW 04 Kalibata  
Jakarta Selatan 12770  
E-mail: gitobarkah@gmail.com

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To:  
Human Resources Manager

Dear Sir/Madam,

Having heard from reliable sources that your company is opening a job vacancy, I am interested to apply in your company which maybe appropriate with my educational background. I apply for the position as a Digital Strategist.

My name is Gito barkah and I am 26 years old. I have an D-3 degree in Film & Television production Majoring in Directing, The Next Academy Jakarta School of Broadcasting with G.P.A 3.08 and S-1 degree in Marketing Communication, University of Mercubuana Jakarta with G.P.A 3.28.

I would like to add that I am able to work independently as well as working in a team. I am able to communicate in English and familiar with Windows Office applications and Internet applications. I am also eager to learn.

Enclosed, please find my contact number, address, my CV, and other related documents. For your consideration, I also give you my portfolio of my content.

I hope you will consider my application, and give me an opportunity of an interview. I look forward to a favorable reply.

Sincerely yours,

Gita Barkah



### Personal Details

## CURRICULUM VITAE

Full Name : Gita Barkah  
Home Address : Jl. Pengadegan Selatan No.30 RT.001/  
RW 04 Kalibata, Jakarta Selatan 12770

Mobile : 0812-18268075  
E-mail Address : [gitobarkah@gmail.com](mailto:gitobarkah@gmail.com)  
Place/Date of Birth : Bengkulu, May 29<sup>th</sup> 1987  
Sex : Male  
Marital Status : Single  
Nationality : Indonesia  
Religion : Moslem

## Education Background

School	Place	Year
Senior High School	: SMUN 5, Bengkulu	2002 - 2005
College	The Next Academy : Jakarta, School of Broadcasting  Film & Television production majoring in Directing	2006 – 2009
	University of Mercubuana Jakarta, Marketing Communication	2012 - 2014

## Work Experiences

Specification	Place	Responsibilities	Year
Internship	Avant Garde Production House	Training how to produce TV show	2008
Talent Coordintaor	Toolbox Production House	Managing talent (artist, dancer, crew) on Television program ( <b>GrebeK Pasar/GrebeK Nusantara MNC TV</b> ) such as accomodation on trip and also whatever they need	2010 - 2011
Freelance Assistant Producer	Avant Garde Production House	Helping the producer to run the production of television program (Pre-Production, Production, and Post-Production) and also helping on creative concept of the TV show ( 52 Episode Kemendiknas PAUD talkshow)	May 2011 – Desember 2011

Scriptwriter	HJ Production	Create script for a TV show ( <b>Dapur Nicky Cooking Show</b> ) including TV show concept, creative treatment, script content and any other creative brief.	January 2012 – April 2012
Social Media Officer	PT. Faims Media	<ul style="list-style-type: none"> <li>- Managing social media campaigns and day-to-day activities with strategy &amp; optimization content moderation including doing quizzes/contests or live report</li> <li>- Raising brand awareness online through by developing strategy and optimization content</li> <li>- Content strategy and implementing its strategy into content mock up</li> <li>- Create &amp; develop informative &amp; creative write-ups such a quiz, campaign concept.</li> <li>- Coordinate &amp; implement social media marketing communication projects</li> <li>- Helping content team to generate good &amp; effective content, including planning &amp; strategy</li> <li>- Monitoring trends in social media tools, trend, and application</li> <li>- Client: <b>Nu Green, Eat&amp;Go</b> (ABC president F&amp;B), <b>Goodyear</b> (Tyre Company), <b>FIF Club</b> (Honda's Leasing), <b>HeatGard</b> (Paint)</li> </ul>	May 2012 – August 2013
Social Media Specialist	PT. Adways Indonesia	<ul style="list-style-type: none"> <li>- Content strategy and implementing its strategy into content mock up</li> <li>- Create &amp; develop informative &amp; creative write-ups such a quiz, campaign concept.</li> <li>- Coordinate &amp; implement social media marketing communication projects</li> <li>- Implementation Client Brief to become a campaign and present it to Client</li> <li>- Client: <b>Luve Litee</b> (Campina) . <b>Melandas Indonesia</b> ( Furniture ) . <b>Nissin Wafers</b> ( Monde Mahkota )</li> </ul>	August 2013 – May 2014

Social Media Specialist	PT. Fortune Indonesia (Digital identity - DId)	<ul style="list-style-type: none"> <li>- Content strategy and implementing its strategy into content mock up</li> <li>- Create &amp; develop informative &amp; creative write-ups such a quiz, campaign concept.</li> <li>- Implementation Client Brief to become a campaign and present it to Client</li> <li>- Meeting with client to discuss what campaign to do next</li> <li>- Weekly and monthly report to client</li> </ul>	May 2014 - Present
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### Informal Education and Organization

Specification	Place	Year
English Course Programme (Pronunciation english, speaking class ,vocabs and expression program)	Lembaga Inggris The Eminence (Pare – Kediri)	2009
English Course Programme (Speaking class)	Lembaga Inggris daffodils ( Pare – Kediri)	2009

STBA LIA english Course Jakarta

### Skills / Ability

Specification	Description
Microsoft Office (Word, Excel, Powerpoint)	Word processing; Spreadsheet and; Presentation Design.
Foreign Language	Fair in English
Adobe Photoshop	Fair in basic basis
Adobe Flash	Fair in making basic flash
Sony Vegas	Fair in editing video
GoggleDocs	GoggleDocs processing