Jl. Raya Pondok Karya Pembangunan no.1, RT. 003/09 Cibubur, Jakarta Timur 13730, Indonesia Phone: 08129844407/021-93475301 Email: niken\_pr@yahoo.com niken\_pr@hotmail.com

# **Curriculum Vitae**



## **Personal Information**

Full Name : Niken Pratiwi

Place/Date of Birth: Yogyakarta, Indonesia / September 26th 1986

Nationality: Indonesia

Sex : Female

Marital Status : Single

IPK : 3.28

## **Contact Detail**

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Province : DKI Jakarta

Contact Number : 08129844407 / 087875915589 (HP)

021 - 87703334 (Home)

# **Formal Education**

2005 – 2009 : University of Indonesia, Faculty of Economic,

Department of Management, Majoring Marketing

Management (IPK: 3.28 scale 4.00)

2001 – 2004 : Senior High School, SMA Negeri 1 Depok

1998 – 2001 : Junior High School, SMPN 3 Depok

1992 – 1998 : Elementary School, SD Yaspen Tugu Ibu Depok

1991 - 1992 : Pre Elementary School, TK Tunas Ria

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## **Informal Education**

2010 : IELTS Preparation Course at LBI UI

2009 : French Course at (CCF) Centre Culture France Salemba

2002 – 2004 : English Course at LIA Depok (Graduated Advanced Level)

1998 – 2001 : English Course at BBC Depok (Graduated Intermediate Level)

# **Computer and Non Technical Skills**

### Computer:

- Microsoft Office (Excellent)
- Photoshop 7.0 CS3 Extended (Good)
- Lisrel (Good)
- SPSS (Fair)

### Language

Indonesia : NativeEnglish : GoodFrench : Basic

# **Research and Thesis:**

"Attendee based on Brand Equity, study case: Indonesia Japan Expo" (2008)

# **Working Experience**

### December 2010-now:

# Civil Servant of Direktorat Jenderal Pajak (Information and Data Maintaining Division)

Job Description:

 Responsible for data processing which is related to tax revenue of the office

<sup>&</sup>quot;Analysis of On-Line Consumer Behavior, study case: Air Asia" (2009)

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- 2. Planning and maintaining the target distribution to account representatives
- 3. Making some routine reports
- 4. Maintain the relation between office and Bank
- 5. Do periodic control for tax revenue
- 6. Responsible for the provision of the required data for external and internal

### July 2010-November 2010:

### Private Brand Staff at Lotte Mart

Job Description:

- 1. Negotiating price and the fulfillment for the Private Label items from supplier so the agreement can benefits the both sides
- 2. Maintain the relation between the company and suppliers for the Private Label
- 3. Maintain the availability of goods in the central warehouse and its distribution
- 4. Providing store with information about Private Label products

### November 2010 - now

Civil Servant at Direktorat Jenderal Pajak

- 1. November 2010 September 2011 KPP Pratama Jakarta Pasar Rebo
- 2. September 2011-November 2014 KPP Pratama Bengkulu
- 3. Desember 2014-September 2018 KPP Pratama Bantul
- 4. September 2018-now KPP Pratama Wates

# <u>Organizational Experience</u>

### 2007 - 2008 :

 Chairwoman of Liga Fotografi/ LIFO (Club of Photography in Faculty of Economic UI). My team and I have performed some significant progress for the growth of organization, such as improving brand

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awareness of LIFO FEUI, included developing corporate social responsibilities by performing projects related to social-environmental issues, making the organization well-published and become 'the top of mind' organization among club of photography around the universities in Jabodetabek

- Conceiver and Controller of "Photography for Earth 2008" held by LIFO FEUI in Main Atrium of Cilandak Town Square to celebrate the Earth's Day (cooperated with WWF, National Geographic, Green Peace, etc.). This program is included seminar and talkshow about global warming, photos competition, and also photos exhibition. My team and I collected more than 100 photos about global warming and earth which contributed in the exhibition (50 photos were from LIFO and the others were from WWF, National Geographic, Green Peace, proffesional photographers, etc.)
- Public Relation and Promotion of Campus Orientation Program 2008. Duties included designing and printing all publication tools (poster, brochure, banner, etc.), recording the program activities using digital camera and handy-cam, and helping the new students to get through the program
- Photograph Division of 30<sup>th</sup> Jazz Goes to Campus. Duties included recording the program activities using digital camera and handling the photo exhibition.

#### 2006 - 2007 :

- Member of Liga Fotografi (LIFO) FEUI as project division staff. Duties included organizing photography seminar & workshop, and making my organization well-published.
- Vice PO (Project Officer) of Photo Exhibition "Beauty of Bali" held in Pondok Indah Mall (in order to celebrate the independence day of Indonesia). Duties included planning the program, supervising the

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whole program, giving advice to the head of division, and evaluating the program

- Photograph Division of SOUL CONCERT FOR GLOBAL WARMING (07-07-2007)
- Public Relation and Promotion of Leadership Training (held in Faculty of Economic, University of Indonesia). Duties included designing and printing all publication tools (poster, brochure, banner, etc.), recording the program, liaison with speakers, and searching for some media to promote the program.
- Event Coordinator of Seminar dan Workshop Fotografi 29th Jazz Goes to Campus (held by LIFO). Duties included contacting the proffesional photographer, planning, organizing, and maintaining the project.
- Member of Badan Otonom Economica/BOE (Club of Journalism) as project division staff. Duties included organizing seminar & workshop about journalism and making my organization well-published.
- Event Coordinator of Talkshow and Roadshow "CHANGE YOURSELF!!! Duties included contacting the speaker, planning, organizing, and maintaining the project.

# <u>Achievement</u>

2008 : 4<sup>th</sup> place of Sport's Photography Competition (University of

Indonesia's Olympiad)

2008 : Best Presentation Team of Marketing Plan Subject in class,

study case of Dapur Coklat

## **Publication**

2012 : Article "Reformasi Birokrasi Ditjen Pajak: Komitmen dan

Eksistensi SDM" (www.pajak.go.id)

Article "Boikot Pajak: Antara Solusi dan Provokasi"

(www.pajak.go.id)

2005 : Novel "Berry Bear and Funny Vanilla" by Kata Kita Publisher

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# **Personal Interest**

- Photography and art design
- Traveling to interesting places and shopping
- Watching movies
- Writing a story