

RESUME SUMMARY

Latest Position	Social Media Admin
Years(s) of Work Experience	1 month
Latest Job Function	Scheduling tweets
Latest Industry Sector	Communication
Highest Education Attained	Senior High School
Authorized to work in Indonesia	Yes
Latest Salary	Rp. 1.000.000/month
Expected Salary	Negotiable
Availability	April 2013



PERSONAL PARTICULARS

Gender	Female
Age	21
Date of birth	21 th November 1991
Nationality	Indonesia
Marital Status	Single
Living Location	DKI Jakarta
Postal Code	11720
Residential Status	Live with Parents
Number of children	0
Race	Chinese
Religion	Buddhist
Has Driving License	No
Owned Vehicle	None
Owned Credit Card	None

EXECUTIVE SUMMARY

OBJECTIVE

Seeking Challenge, experience, self-actualization, and position where education and ability will enhance organizational success.

PERSONALITY

Hard Working, good personality, active, open minded, creative, can work with team, able to work under pressure, able to analyze, passionate in advertising and communication.

INTEREST

Communication, advertising, social media marketing, social media advertising, art

EDUCATION

2010 - now

Tarumanagara University (major : Communication)

Grade / GPA : 3.68

2006 - 2009

Senior High School Budi Agung, science class

2003 - 2006

Junior High School Budi Agung

LANGUAGES

Spoken: Indonesia, English

Written: Indonesia, English

SKILLS

WRITING SKILLS

- Blog
- Article
- Copywrite
- Content (for Facebook / Twitter)

PERSONAL COMPUTER SKILLS

- Adobe Photoshop CS series
- Ms Office

OTHERS:

- Photography
- Managing timeline

PROFESSIONAL CERTIFICATIONS

Table Manner Programme

JW Marriott Hotel Jakarta, June 2012

ACHIEVEMENTS

Customer Insight Research for 7-Eleven

Analisis Trend Makanan dan Minuman

Jakarta, October 2012 – December 2012

Reward : Scholarship - Rp. 1.500.000,-

WORK EXPERIENCE

Blue Destiny Art

August / 2009

Destinia : White Crest – Ass. Pixel Artist

Rp. 1.500.000,-

OBJECTIVES:

- Making sprites
- Make sure sprites can be used smoothly

MAJOR RESPONSIBILITIES:

- Making sprites

KABABONKEN

I Want To Live – Back Ground Artist

November / 2009

Rp. 500.000,-

OBJECTIVES:

- Making background
- Make sure black white and grey balance

MAJOR RESPONSIBILITIES:

- Making background and finishing touch
-

Global Art

Drawing and coloring instructor for children

July / 2009 – November / 2010

Rp. 2.000.000,- / month

OBJECTIVES:

- Teach students how to draw and colour in correct method
- Giving student's good progress in drawing and coloring

MAJOR RESPONSIBILITIES:

- Responsible for all student's progress
 - Giving report to students' parents about their progress
-

Education Learning Center

Teacher

September / 2011 - April / 2012

Rp. 200.000,- - Rp. 350.000,- / month

OBJECTIVES:

- Teaching students
- Making good progress for student's academic grade

MAJOR RESPONSIBILITIES:

- Teaching on time
 - Guide students to study and do their homework
 - Teach them
-

Dunlopillo

Sales Promotion Girl

February / 2012

Rp. 175.000,- / shift

OBJECTIVES:

- Persuade people to try and buy
- Increasing selling number

MAJOR RESPONSIBILITIES:

- Give product knowledge
 - Persuade customer to buy
-

Samsung

Sales Promotion Girl

February / 2012

Rp. 350.000 / shift

OBJECTIVES:

- Persuade people to try and buy
- Increasing selling number

MAJOR RESPONSIBILITIES:

- Give product knowledge
 - Persuade customer to buy
-

Speed Up

Master of Ceremony

July / 2012

Rp. 200.000 / shift

OBJECTIVES:

- Giving product knowledge
- Persuade people to come and buy
- Increasing selling number

MAJOR RESPONSIBILITIES:

- Giving product knowledge
- Persuade customer to come

Socio-Buzz
Social Media Admin

March / 2013
Rp. 1.000.000 / month

OBJECTIVES:

- Scheduling tweets
- Persuade people to follow and read TL

MAJOR RESPONSIBILITIES:

- Increasing number of followers
-

Suryavi Advertising
Account Executive

March / 2013
Rp. 700.000 / month

OBJECTIVES:

- Giving product knowledge
- Persuade people to buy
- Increasing selling number

MAJOR RESPONSIBILITIES:

- Giving product knowledge
 - Persuade customer to come
 - Arrange meeting
-

Gadget Gaul
Freelance Writer

April / 2013
Rp. 120.000 / month

OBJECTIVES:

- Writing original articles about gadget

MAJOR RESPONSIBILITIES:

- Giving article once a week
-

Sehat Cantik
Freelance Writer

April / 2013
Rp. 600.000 - 1.000.000 / month

OBJECTIVES:

- Writing articles about beauty and health

MAJOR RESPONSIBILITIES:

- Giving 2-3 articles everyday