

Ingrithesy Tappo



Kelapa Gading
Jakarta



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Work Experiences

Traveloka

April 2018 - April 2020

Accommodation Pricing Admin (contract)

- Monitor competitor pricing and product movement such as discount, promotion, event and compile regular reports to product manager
- Work with marketing manager and revenue team
- Work with data team in conducting regular analysis and deep dive
- Develop dashboards to monitor the metrics of rate
- Perform ad hoc inquiries related to product such as data extraction, user status, etc

PwC Indonesia

September 2017 - March 2018

VE of Marketing Communication and Business Development

- Work close with event, design, market team and PR
- Contribute to the planning of event including invitation, speakers, registration, event liaison, presentation material, and other related support as needed
- Prepare press release, photoshoot and other event
- Administrative activities such as deliver good administrative support to the team, dealing with vendors, media, etc
- Maintain and monitor dashboard for market team

PT. Grand Indonesia Tbk - during thesis

April 2015 - May 2015

Finance Part Time

Cross check company's financial transaction such as bill and voucher and also cross check the member and VIP card

PT. Pertamina (Persero)

September 2014 - November 2014

External Communication and Investor Relations Intern

- Prepare material and assist external communication team to arrange and handle monthly events
- Coordinate with corporate secretary, vendor and third party related the event
- Assist and acted as minutes of meeting on the People's Representative Council
- Cross check company's annual report and financial reports

Education

London School of Public Relation, Jakarta
Bachelor Degree in Communication Studies
International Relations (2011-2015)

Skills and Abilities

Pricing
Microsoft Office
Project Management
Administrative
Photography

Achievements

- Outstanding result on CSP by City & Guilds of The London Institute (passed with distinction)
- Campus representative on Model United Nation FKMHII Korwil 2

Languages

English
Bahasa Indonesia