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SUMMARY

I am a law fresh graduate who has a high initiative and innovative ambition to increase many connections and manage the company so that it runs well according to applicable regulations

- **Key Skills:** *Negotiation, Bussiness Development, Leadership, Problem Solving, Counseling, Dispute Resolution*

WORK EXPERIENCE

PT. Camar Fastener Indonesia

Staff Admin

11/2020 – 11/2021

- Administer all management daily and monthly production summaries records
- Recorded stock opname production summaries monthly
- Input all production summaries into computer
- Administer archive all production summaries

Dead Or Alive E-sport

Chief Financial Officer

01/2019 – 01/2022

- Provide initial capital and manage cooperation finances
- Help promote team members to big league teams
- Help find sponsors for the team

Ministry of Agrarian Affairs and Spatial Planning / National Land Agency of the Republic of Indonesia

Licensed Cadastral Surveyor Asisstant

2017 – 2018

- measuring and mapping land (PTSL And Others)

SKILLS & TOOLS

Skills

- *Leadership*
- *Negotiation*
- *Counseling*
- *Dispute Resolution*
- *Competence*

Tools

- *Microsoft Word*
- *Microsoft Excel*
- *Microsoft Powerpoint*
- *Autocad Map*
- *Arc Gis*

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- *Convincing*

EDUCATION

STIH Gunung Jati Kota Tangerang (2018 – 2022)

Bachelor of Law with GPA: 3.28

STPN Yogyakarta (2016 – 2017)

Associate's of cadastral measurement and mapping with GPA: 2.45

CERTIFICATION

Office Application Skills Competency

LKP Komputer Global Course