



ADELINE YASMIEN AHZAB, S.H.

LEGAL STAFF - PT RAPID INFRASTRUKTUR INDONESIA

PERSONAL INFO

DOB

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Social Networks

 Adeline Ahzab
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LANGUAGES PROFICIENCY

Bahasa Indonesia

Native Speaker

English

Advanced - Academic IELTS
score of 7.5 (April 2015)

GENERAL SKILLS

Legal Research
Legal administrative skill
Editing & Proof-reading
Ms. Office
Outlook
Adobe Photoshop
Layout design
Strong attention to detail

ABOUT

An inquisitive fresh graduate seeking for opportunities to have a fulfilling career as a profound lawyer. Familiar with technology start-up company and infrastructure company environment. A dedicated team player with strong interest in consumer, technology and e-commerce related law. Enjoys taking evening walks and trying out new recipes in her spare time.

EDUCATION

FAKULTAS HUKUM UNIVERSITAS INDONESIA

Undergraduate Program, Aug 2015 - Jan 2020

GPA 3.53 (147 credits)

- Graduated under Private International Law studies, with thesis titled: "Foreign Choice of Law Clause in Online Customer Contracts on Indonesian Private Law Perspective"
- Excelled in private international law and consumer law coursework.
- Active in various FHUI student organisations and events, often acting as co-coordinator.

PENDIDIKAN KHUSUS PROFESI ADVOKAT

DPN Peradi, Universitas Jayabaya, and FHP Edulaw, June - July 2020

- Completed the professional coursework as the requirement for the Indonesian advocate's bar (Ujian Profesi Advokat) test.

SMA NEGERI 26 JAKARTA

Social Sciences Major, July 2012 - June 2015

WORK EXPERIENCE

LEGAL STAFF (MARCH 2021 - PRESENT)

PT Rapid Infrastruktur Indonesia

- As a part of the company's in house legal team, collaborated in handling the company's broad legal matters around Project Management and Consultancy Services which the company provides and other corporate legal matters.
- Advising the company on managing and mitigating legal risks, and ensuring legal compliance to the laws regarding the business.
- Working closely with the company's CFO, responsible for drafting and reviewing the company's commercial legal documents.
- Contributed in developing the company's legal archiving system and legal SOPs.

LEGAL INTERN (JULY - AUGUST 2018)

Ruangguru (PT Ruang Raya Indonesia)

- Collaborated in the nation's largest edu-tech company's legal team to provide legal advice and legal risk assessment. Successfully assisted the team in performing legal researches in order to handle commercial agreements, assisting the administrative works and more.
- Assisted the legal and investor relations' officer to assemble the periodic investor report.

WORKSHOPS, SEMINAR

TOWER DEALS, ACQUISITION OF INSURANCE COMPANY, DEVELOPMENT AND STRUCTURE OF WASTE TO ENERGY FROM INDONESIAN LAWS PERSPECTIVE

1 Week Alumni by ILUNI FH UI, presented by Hiswara Bundjamin & Tandjung | 2021

PROJECT FINANCE UNTUK PEMBIAYAAN INFRASTRUKTUR

1 Week Alumni by ILUNI FH UI, presented by Assegaf Hamzah & Partners | 2021

ALUMNI MENTORING PROGRAMME

ILUNI FH UI, mentored by Sakurayuki, Partner of Hiswara Bundjamin & Tandjung | January 2021 - Present

FOREIGN REPRESENTATIVE'S IMMUNITY IN LABOUR DISPUTE

Direktorat Jenderal Hukum dan Perjanjian Internasional, Kementerian Luar Negeri RI | 2020

DIGITAL ECONOMY: AN INTRODUCTION TO LAWS ON FINANCIAL TECHNOLOGY AND E-COMMERCE

*Niche Project, Bidang Studi Hukum Internasional FH UI | 2019
with Yosea Iskandar, Head of Legal Secretariat PT Bank DBS Indonesia*

SEMINAR NASIONAL PERKEMBANGAN HUKUM PERDATA INTERNASIONAL

Nuffic-Niche Project | 2017

LEGAL ASPECT ON INFRASTRUCTURE FINANCING: CASE STUDY PT SARANA MULTI INFRASTRUKTUR (PERSERO)

External Study BLS FH UI | 2016

ORGANIZATION AND COMMITTEE EXPERIENCES

VICE MANAGER ON SECRETARIAL AND PUBLIC RELATIONS

PERFILMA FH UI | Jan 2017 - Dec 2017

- Carried a managerial role in the campus' student body which runs as a media-focused organisation.
- Managed the public relations affairs of the organisation, including periodic wall magazines, designs, and publications.
- Co-coordinated all the publications under of the organisation, including all divisions and events.

SECRETARY

UI Idea Festival 2017 by PERFILMA FH UI

- Acting on the core committee on one of the biggest event of PERFILMA FH UI as the secretary, writing records on the event's history for having the most participants and break-throughs.
- Responsible for all outgoing and incoming correspondences of the event, including proposal and reports.
- Working closely with the Project Officer to conceptualize and manage the series of events for more than 10 months.

STAFF OF LEGAL RESEARCH AND DEVELOPMENT

ALSA LC UI | Feb 2016 - Dec 2016

- Collaborated in a team to conduct legal-related events, including seminar, workshops, periodic discussion, and researches.
- Throughout the period, led a legal research for a legal discussion on the topic of KPK's reformation.
- Often collaborated on creating the creative design aspects of the division.

CHIEF ON PUBLICATION AND DESIGN

Series of Guest Lectures by ALSA LC UI - 2016

- Responsible for the workshop's design aspects and publications.
- Co-coordinated all the publications with ALSA LC UI's publication SOP.