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# Portofolio Riski Alfaizi

## Operations & Data Analytic

 Jakarta / West java

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# Hello, Welcome

Results-driven, with over 3 years of solid experience in Operations, BD, and Data Management across the Technology Industry (Fintech, Ride-Hailing) and Government Institutions. The career focus is firmly set on the intersection of Operations and Data Analyst roles, backed by a strong process mindset and high adaptability to new technologies. Expertise is demonstrated in in-depth data analysis (utilizing Database Querying and Statistical Analysis) to uncover critical trends and drive impactful operational solutions. Possessing a strong drive for growth, this professional is prepared to leverage analytical insights to influence strategic decision-making and significantly enhance team efficiency and target attainment.



# Education



Esa Unggul University, Jakarta (2021-2024)

- Master of Public Administration
- Faculty of Economics and Business
- GPA: 3.67



STISA / IAKSS), Jambi - (2016 - 2020)

- Bachelor of Social Science
- Public Administration
- Faculty of Administrative
- GPA : 3.06



Course / Bootcamp:

- KELAS.COM (Nov 2024 – Mar 2025)
- Full insentif Bootcamp Data Science

# Work Experience

## FinAccel (Kredivo Group), Jakarta – Jan 2025 – Jul 2025

Business Development Executive

- Expanded merchant network with ±192 visits/month, educated ±55 store leaders, driving GMV ±IDR 500M & ANUG ±IDR 110M/month.
- Led end-to-end merchant management, activating ±33 new merchants/month with a 90% activation rate.
- Coordinated cross-functional teams to resolve ±50 operational issues/month, prepared ±20 daily & weekly reports.



# Work Experience

## PT Grab Teknologi Indonesia, Jakarta – Jan 2025 – Jul 2025

### Acquisition & Operations Specialist

- Acquired & managed lifecycle of ±6,000 drivers, handling ±5,000 daily operational processes.
- Led a 12-member field team, overseeing ±220 active drivers, providing regular coaching.
- Managed MessageBird & Mobile Agent GrabCar projects, activating ±420 new drivers and partnering with 7 strategic communities.

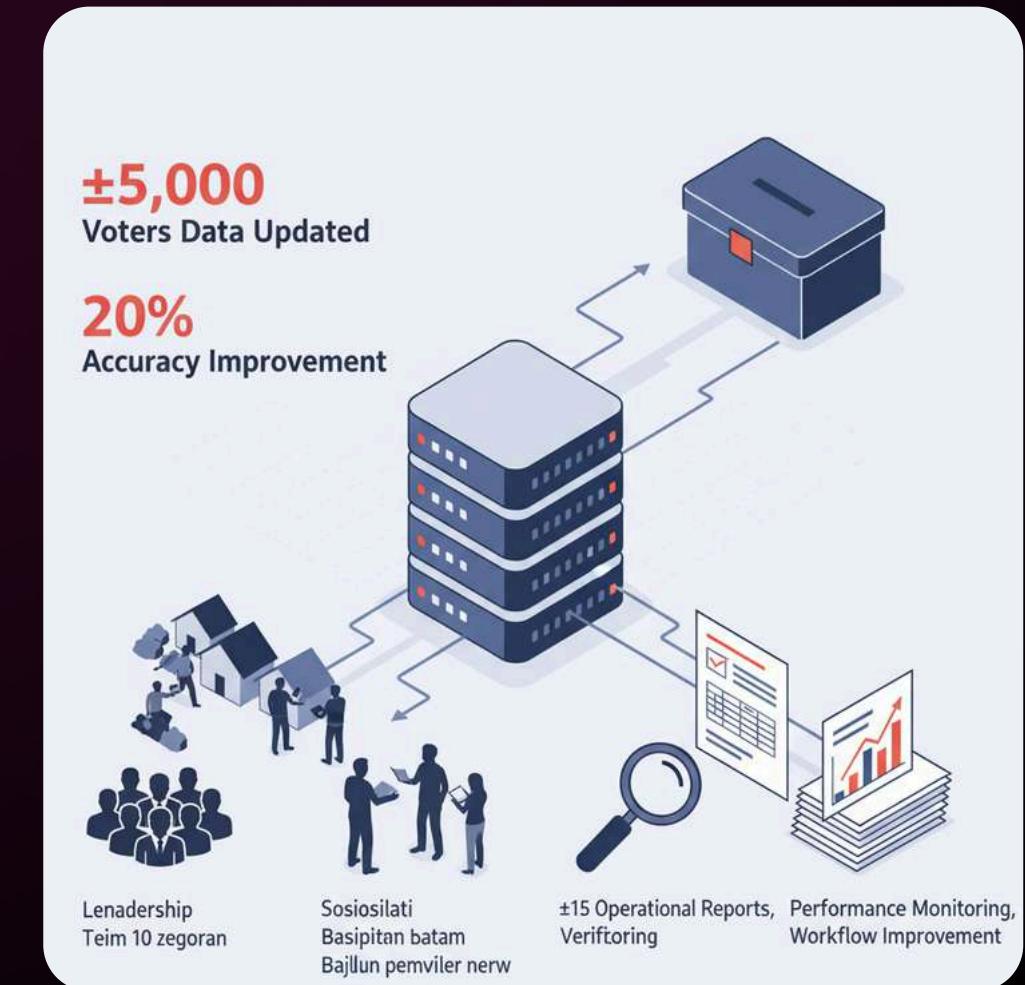


# Work Experience

## General Election Commission, Jambi – Jan 2018 – Dec 2019

### Election Administrative Officer

- Updated DPS & DPT data for ±5,000 voters, improving accuracy by 20%.
- Led a 10-person field team, conducting outreach and assisting new voters.
- Prepared ±15 operational reports for performance monitoring and workflow improvement.



# Technical Projects

2025

Github : <https://github.com/Alfaiz15>

## Bootcamp Data Science (KELAS.COM)

- Built RNN models (LSTM & GRU) to predict prices from 11,399 entries, GRU more accurate (RMSE/MAE 15–20% lower, accuracy ~80–85%).
- Implemented ML, ANN, and Content-Based Filtering for a Recommender System.
- Performed data wrangling, exploration, and statistical analysis → generated >5 actionable insights.
- Skilled in advanced SQL, Git, version control.



## Data Analyst Portfolio (Excel/Sheets, SQL, Tableau) (Public)

- Interactive dashboard for business data analysis using Tableau & Google Sheets.
- Data analysis using SQL & Excel (Pivot Table, Power Query, SUMIFS).



## Web Development – CRUD Application (Public)

- CRUD web application using HTML, CSS, JS, and SQL backend.
- Implemented form validation, database interaction, and data management.





# Core Competencies

01

- Technical & Analytical: SQL, Python, MySQL, Excel, Power BI, Tableau, Jupyter Notebook, HTML/CSS/JS, VBA, Git, CRM Tools

02

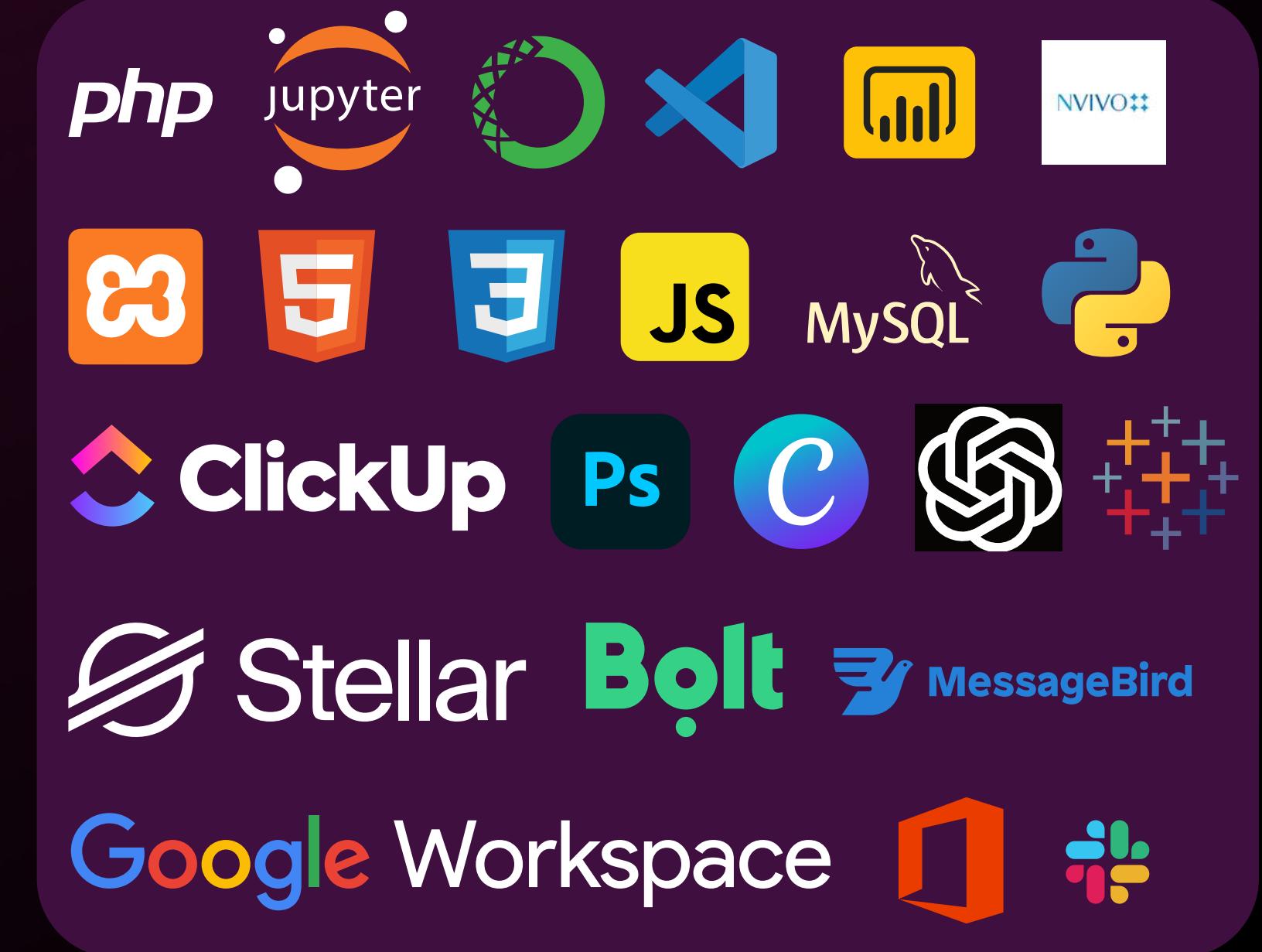
- Operational Excellence: Driver & Merchant Acquisition, Business Development, Operations Management, Process Improvement

03

- Soft Skills: Leadership, Team Supervision, Coaching, Communication, Problem Solving, Analytical Thinking

04

- Languages / Bahasa: Bahasa Indonesia (Native), English (Intermediate)





# Certifications

Talent Acquisition – LinkedIn (2025)

[LINK](#)

Data Scientist – Kelas.com (2025)

[LINK](#)

Power BI – LinkedIn (2024)

[LINK](#)

Project Management (PMP) – Udemy (2024)

[LINK](#)

Grab – Awards & Certifications (2021–2024)

[LINK](#)

Finance – MySkill (2023)

[LINK](#)

Python – DQ Lab (2022)

[LINK](#)

Web Programming – Basic – LKP Protech (2021)

[LINK](#)

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# Get in Touch

Contact me for collaboration opportunities

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# Thank You

FOR YOUR ATTENTION

