

CINDY KAMELITA JAUHARI

Information Technology Student

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SUMMARY

I seek to obtain a position in IT as a 3.82 GPA Information Technology student. Skilled in website development, system integration, and technical troubleshooting. Proficient in multiple programming languages and tools. Adept at creating functional and user- friendly web. Developed excellent interpersonal skills and am a highly ambitious student who would like to learn something new.

EXPERIENCE

PT. Trakindo Utama – Jakarta , Indonesia

Feb – June 2023

Intern as E-tutorial Developer

- **Contribute** to the **design** and **creation** of **e-tutorial content** focused on supply chain compliance and procurement processes, aligning with industry standards and regulations
- **Generate interactive modules** aimed at educating learners on critical aspects, including sourcing, contract management, vendor management, and compliance requirements
- **Developed e-learning modules** with the objective of producing engaging and interactive content, incorporating simulations, quizzes, and assessments that align with various activities within the procurement process

Indoguna Utama – Jakarta , Indonesia

Jan 2020 – Oct 2022

Intern as Admin Staff

- **Organizing** and **providing** the **necessary documents for the pre-order process** for stores and various related information documents to streamline store operations and maintain information quality
- **Administered the stock** within the central warehouse database, vigilantly oversaw and preserved the ideal availability of goods through precise stock management
- **Managed coordination between branch stores and the central warehouse**, ensuring the seamless fulfillment of store requests
- **Organizing various aspects of provisioning for new employees**, coordinating with the IT Department to ensure that workspaces, computer equipment, and other supplies are ready for use by newly joined employees, ensuring a smooth and efficient onboarding process

EDUCATION

Universitas Indraprasta PGRI (2020 - present)

Majoring in Information technology – GPA 3.82 in 6 semesters

SKILLS

- Adaptability
- Problem solving
- Communication skill
- Critical thinking

ADDITIONAL

Technical Skill : Java, MySQL, Python, HTML, CSS, Figma, Visual Studio Code, Ms.Word, Ms.Excel, Ms.Power Point, Accurate

Languages : Fluent in Indonesia and Advanced in English