

# Kezia Abigail Tarmadi Putri

Tangerang, Indonesia



keziaabigail3@gmail.com



[linkedin.com/in/keziaabigail](https://www.linkedin.com/in/keziaabigail)



+6282261983543



## Experience



### Relationship Officer

PT Bank Central Asia Tbk

Aug 2021 - Present (3 months +)

- Maintaining strong relationships with clients and marketing the financial & banking solutions product, related to clients' financial needs.
- Responsible for assessing and measuring an individual's or company's credit performance (the ability to pay the debt).



### Branch Business Development

PT Bank Central Asia Tbk

Apr 2020 - Aug 2021 (1 year 5 months)

- Responsible for individual banking product processes (KPR, KKB, Credit Cards, etc.).
- Process and follow-up every application, starting from the credit contract (notary) until the realization process.
- Analyzing each banking product submission and the ability of prospective customers.
- Building and maintaining good relations with collaborating parties (prospective creditors, customers of BCA, etc.).
- Provide services in the form of consulting, detailed explanations, and solutions for prospective creditors, especially customers who have special conditions.
- Prepare reports and coordinate credit processes between branch business development (Pengembangan Bisnis Cabang) teams and collaboration with other work units.



### Human Capital Management

PT Bank Central Asia Tbk

Feb 2020 - Feb 2020 (1 month)

- Managing transactions between company's budget and employee expenses (business trip, entertainment expense, etc.).
- Input data to company's financial report.



### Corporate Support Data Analytics

PT Bank Central Asia Tbk

Aug 2019 - Aug 2019 (1 month)

- Designing medias and activities that can educate/socialize the employee about company's analytics tool.
- Provide data to Corporate Banking Division related to debtor's profile, financial status and condition.



## **Quality Control Intern**

PT. Mayora Indah Tbk

May 2016 - Jul 2016 (3 months)

- Carry out the process of quality checking/quality control directly according to the schedule specified on a daily basis.
- Make daily reports on the results of product quality checks.
- Maintain work facilities and infrastructure to be ready and feasible to operate.
- Provide reports on work results to the unit head on a daily basis.

## **Education**



### **Universitas Trisakti**

Bachelor's degree, Accounting and Finance (GPA 3.95)

Jul 2017 - Feb 2021



### **BCA Scholarship Program (Program Pendidikan Akuntansi BCA)**

Accounting and Finance (GPA 3.98)

Jul 2017 - Feb 2020

## **Licenses & Certifications**



### **Brevet A & B - Ikatan Akuntan Indonesia**



### **Data and Statistic Software Training - Universitas Trisakti**

427/SF/LPDS-FEB/B/X/2019



### **Being Ready as Future BCA Team - Service Quality Centre Indonesia / SQC Indonesia**

## **Skills**

Accounting • Microsoft Office • Public Speaking • Economics • Teamwork • Management • Project Management