



Dewi Anggraini

Head of Administration

Profile

I graduated from a vocational high school majoring in Computer and Network Engineering. I am currently working in a company that is engaged in public transportation services where i performed full-cycle accounting duties, month-end close procedures and assisted with budgeting and forecasting on a monthly basis. I am a person who can work well as part of a team and myself. I am also a hard worker, and want to learn

Employment History

Administration Staff at CV. Sumo Sejati, Sumbawa Besar

Apr, 2010 - Mar, 2011

Head of Administration at CV. Purnama Sari, Sumbawa Besar

Mar, 2011 - Aug, 2016

Head of Administration at CV. Panca Sari, Sumbawa Besar

Aug, 2016 - Present

Education

SMK Negeri 1 Sumbawa Besar

2007 - 2010

SMP Negeri 4 Pekanbaru

2006 - 2007

SMP Negeri 207 Jakarta Barat

2004 - 2006

SDN 13 Mer-Ut Jakarta Barat

1998 - 2004

TK Mawar BPPT Jakarta Barat

1997 - 1998

Details

Komplek Bukit Berlian

Sumbawa Besar, 84313

+62 852-3812-3430

goddess.guy@gmail.com

Date of birth

15 Sept 1992

Place of birth

Banjarmasin

Links

[Instagram](#)

[Twitter](#)

[LinkedIn](#)

Skills

Networking

Microsoft Office

Languages

Indonesia

English

Cantonese