

Stefano Haryodianggo Indrojoyo

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Summary

Driven and analytical professional with a strong foundation in service procurement, business marketing, and sales. Eager to apply proven skills in project management, strategic planning, and risk management to drive project success and deliver impactful results. A quick learner with a commitment to efficiency and process improvement.

Skills

| Project & Process Management | Procurement & Vendor Management | Technical & Digital Skills | Project Management | Procurement Compliance | Green Digital Skills | Strategic Planning | Vendor Management & Selection | Market Research & Analysis | Risk Management | Contract Management | Data Analysis || Process Improvement | EHS & ISO 45001 Compliance | Digital Marketing & Lead Generation | Analytical Skills | Occupational Health & Safety | Microsoft Office Suite |

Professional Experience

Sales Representative | Acaree | Remote

March 2024 - January 2025

- Drives business growth for a B2B appointment system provider through strategic client engagement and targeted sales initiatives.
- Identifies and cultivates new sales opportunities, presenting tailored product solutions to meet the needs of potential clients.
- Manages the end-to-end sales cycle, from initial contact and negotiation to supporting the client onboarding process.

Service Procurement Intern | PT Pupuk Indonesia (Persero) | Central Jakarta, Indonesia

August 2023 - November 2023

- Optimized procurement documentation workflows by standardizing filing and tracking systems, increasing efficiency and reducing processing time.
- Facilitated compliant vendor selection by compiling and analyzing key data, ensuring adherence to public procurement regulations.
- Coordinated communication between internal departments and external vendors to ensure seamless procurement activities.
- Streamlined the preparation and documentation of service contracts, enhancing process organization and compliance.

Business Marketing Intern | Jatis Mobile | Indonesia

March 2022 - May 2022

- Executed competitive analysis and market research to identify key industry trends, providing insights that informed marketing strategy.
- Contributed to the planning and execution of digital marketing campaigns across multiple channels to enhance brand visibility.
- Advanced lead generation efforts by maintaining prospect databases and tracking engagement metrics, supporting sales objectives.
- Developed insights from market data that were incorporated into strategic recommendations for the marketing team.

Education

Universitas Bakrie | Jakarta, Indonesia

Bachelor of Business Administration and Management | Graduated January 2025

SMAN 16 Jakarta | Jakarta, Indonesia

Social Sciences Track | Graduated June 2020

Certifications

- **ISO 45001:2018** - Occupational Health and Safety Management Systems
- **Project Management Certificate** - Paragon One
- **Green Digital Skills** - Google
- **SMK3 PP No.50 Tahun 2012 Awareness** - Ministry of Manpower (Indonesia)