



Matthew Muju

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PROFESSIONAL SUMMARY

Computer Science graduate with expertise in web and mobile development, administration, and technical support. Skilled in Python, JavaScript, PHP, C++, and C#. Strong problem-solving and teamwork abilities with proven experience in hospital operations and IT systems.

WORK EXPERIENCE

Casemix Staff – Siloam Hospital Paal Dua, Manado (Jun 2025 – Present)

- Verified completeness of medical records (physical & digital).
- Organized documentation to maintain accurate patient folders.
- Collaborated with medical and admin teams for compliance.

Front Office Assistant – Siloam Hospital Paal Dua, Manado (Mar 2025 – May 2025)

- Handled patient registration and appointment scheduling.
- Educated patients on hospital policies, improving satisfaction.
- Processed payments and managed front-office documentation.

Staff ALC – PT Lotte Shopping Indonesia (Sep 2020 – May 2024)

- Led inventory and transaction verification, reducing discrepancies.
- Provided IT and network support for smooth operations.
- Streamlined data management processes for efficiency.

EDUCATION

Universitas Klabat – Airmadidi

Bachelor of Technology (Informatics), Magna Cum Laude (2023)

Focused on programming, web development, database management, and networking.

PROJECTS

JASKUB (Jasa Kuli Bangunan)

Android app connecting clients with construction workers. Features: real-time tracking, negotiation, worker-client matching.

Tech: React Native, JS, Firebase, Google Maps API

Android Attendance App

Mobile app for student attendance tracking, reducing errors and improving accuracy.

Tech: Java, Android Studio, Firebase

CERTIFICATIONS

Adobe Certified Professional (ACP) – Universitas Klabat (2023–2026)

SKILLS

Technical: Python, JavaScript, PHP, C++, C#, Java, HTML, CSS, MySQL, React (basic), Git, Figma, Blender, Unity, Photoshop, Linux, Windows Server 2012

Soft Skills: Problem Solving, Teamwork, Communication, Time Management, Adaptability

LANGUAGES

English (Fluent), Indonesian (Native)