

DIANA RAHMA FAHRIYAH

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Education

GUNADARMA UNIVERSITY

Information System, Computer Science and Information Tech., 5th semester. GPA 3.62/4.00

Bekasi, Indonesia

Sept 2019 – 2023

BANGKIT ACADEMY (STUDY INDEPENDENT)

Mobile Development with Associate Android Developer

Bekasi, Indonesia

Feb 2022 – Present

Experience

WORK

HEAD ASSISTANT

Information System Lab. of Gunadarma University

- Controlled assignment for every classes
- Planned the division of assistant task
- Controlled assistant work programs

Bekasi, Indonesia

October 2021 – Present

ASSISTANT

Information System Lab. of Gunadarma University

- Correct the initial report and final report of students every practicum
- Analyzed and inputted data and scores more than 100 students into Information System Lab.Website
- Report the final assignment every week to Head Assistant

Bekasi, Indonesia

Mei – October 2021

FREELANCE

GRAPHIC DESIGNER

Daystudio

- Communicate directly with clients about design
- Designed using Adobe Illustrator and Microsoft Office software

Bekasi, Indonesia

March 2019 – Dec 2021

Organization Experience

STAFF OF HUMAN RESOURCE DEVELOPMENT

BEM FIKTI Universitas Gunadarma

- Responsible for regulating, supervising, and assessing in order to improve the performance of BEM FIKTI UG administrators
- Maintain family values between BEM FIKTI UG administrators through a positive and professional work environment.
- Recruited volunteer for events.

Depok, Indonesia

September 2021- Present

Leadership Experience

EVENT COORDINATOR

FIKTI SOLID of BEM FIKTI UG

- Planned the concept and rundown of the event
- Help General Administration make TOR and event Proposal
- Determine the speakers for the event

Remote

Nov 2021 – Jan 2022

DIANA RAHMA FAHRIYAH

HPD COORDINATOR

Remote

FINGER of BEM FIKTI UG

November 2021- Present

- Designed the template for TOR, opening screen, closing screen, virtual background
- Published the event to social media groups and Instagram

GATHERING ALUMNI of BEM FIKTI UG

April 2022

- Designed the banner and poster
- Published the event to social media groups and Instagram

Volunteer Experience

TEAM LEADER

Remote

IM3 Squad Batch 4 of Indosat Ooredoo

Nov - Des 2021

- Controlled the performance of each student
- Give assignments every weeks

INTERVIEWER

Remote

OPREC Volunteer of BEM FIKTI UG

Nov – Des 2021

- Interviewed FIKTI students for BEM FIKTI UG work programs
- Recruited FIKTI students who pass the interview stage

GRAPHIC DESIGNER

Remote

Ambisverse Care

Nov 2021 – Mar 2022

- Redesign the logo for this community
- Design Instagram Feeds contents using Canva software
- Planed the Instagram Feeds concept

Skills

Technical : Microsoft Office, Adobe Illustrator, Canva, Adobe Premiere Pro, BASIC, C, C++, HTML, MySQL

Soft skills : Leadership, Communication, Creative, Teamwork

Language : Indonesia, English