Farraheira Panundaratrisna Fauziah

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EXECUTIVE SUMMARY

I'm a passionate and multifaceted learner with a hunger for knowledge across IT fields. From UI/UX design to programming, data analysis, and AI, I'm driven to explore. Beyond technical skills, I've honed my adaptability, problem-solving, public speaking, and leadership abilities, making me a valuable asset to any team. My enthusiasm for learning and dedication to impactful contributions make me eager to grow in IT.

EDUCATION

5th Semester of Information Systems at UPN "Veteran" Jawa Timur   2022 - Present
- GPA: 3.79/4.00

WORKING EXPERIENCES

Secretary, Balai RW 02 Ngagel Rejo   Jan 2023 - Apr 2023
- Provided administrative support for government administration tasks, ensuring efficient operations.
- Implemented a well-organized filing system to improve document retrieval efficiency.
- Demonstrated proficiency in meeting management, and recording accurate and detailed notes.

Petugas Pemutakhiran Data Pemilih, KPU RI   Feb 2023 - Mar 2023
- Carry out other tasks from the KPU (central, provincial, regency/city) PPK, and PPS by the provisions of laws and regulations.
- Assist the Regency / City KPU, PPK, and PPS in compiling voter lists and updating voter data.
- Reporting the results of matching research to PPS.

ORGANIZATIONAL EXPERIENCES

INFORMATION SYSTEMS STUDENT ASSOCIATION

Department of Social Society   Aug 2023 – Mar 2024
- As a member of the community department, I contribute to activities directly related to the community such as organizing blood donation social activities, SIFO teaching, and SIFO caring for children.
- As the chairman of the blood donation, coordinated and led all the events well.
- Vice chairman of Sifo Care for Children, assisting the chairman in coordinating the event and ensuring everything goes well.
- Sifo's teaching secretary, responsible for the necessary paperwork and files.

Volunteer to care for the Earth   Jan 2023
- Cleaning up the rural environment and planting trees in the surrounding area Job description, method, results.

HONORS & AWARDS

- **Finalist UI/UX Technology days held by Ahmad Dahlan University 2023**

SKILLS

Language: Indonesia (Native), English (Limited working proficiency)
Software: Ms. Office | My SQL | Canva | Visual Studio Code | Figma | SPSS | SmartPLS |
Others: Critical Thinking, Leadership, Problem Solving, Decision Making