

## PERSONAL INFORMATION



## Reski Hasan

6, Jalan Mesjid Raya Almukhlisin Jorong II Pasar Rao, Kecamatan Rao, Kabupaten Pasaman, 23353, Indonesia

+6281374307402

reskihasan@gmail.com

Skype reskihasan

Male | 30/09/1983 | Indonesia

## WORK EXPERIENCE

July 2004 - Present  
(13 years 6 months )

**Volunteer Staff, Volunteer Teacher (English and Computer)**

SMPN 1 RAO, Jalan Kampung Jawa Rao Kecamatan Rao, Kabupaten Pasaman, West Sumatra, 26353 Indonesia

**RESPONSIBILITIES:**

- Teaching English (conversation skills, reading comprehension, preparing students for English exams).
- Teaching Computer (Hardware, Microsoft Office, and Internet).
- Manage and assist student's extracurricular activities (Scout, Literature, and Theatre).
- Manage and assist national students Internship at the school.
- Coordinator of foreigner Volunteer English Teachers (handle all administration needed before and after their volunteering, and handle their accommodation during their volunteering period).

Sector Education

January 2004 - June 2004  
(5 months )

**Operator Production**

PT. HARAPAN SRIJAYA (Sub-com of SHIMANO BATAM) | Kepulauan Riau, Indonesia

**RESPONSIBILITIES:**

To control the production of good quality products/services along with managing time to ensure the products are finished before the deadline.

Sector Manufacture

October 2015 – Present (February 2016)

**Manager**

KANTIN WAX, Jalan Kampung Jawa Rao Kecamatan Rao, Kabupaten Pasaman, West Sumatra, 26353 Indonesia

- Dealing with customers
- Supervising staffs and managing their work
- Preparing strategies and initiatives for the Business
- Managing the finance
- Developing and executing daily plans

Sector Food Business

## EDUCATION AND TRAINING

February 2003 – July 2003

**Vocational Qualification**
**LEMBAGA PENDIDIKAN QUANTUM**

- Microsoft Office™ tools
- Chinese
- Japanese
- English

December 2005

September 2006

**Qualification of expertise**

SMPN 1 RAO, Jalan Kampung Jawa Rao Kecamatan Rao, Kabupaten Pasaman, West Sumatra, 26353 Indonesia

- November 2006

- Class Action Research

**Qualification of expertise**  
**SMPN 1 RAO, Jalan Kampung Jawa Rao Kecamatan Rao, Kabupaten Pasaman, West Sumatra, 26353 Indonesia**
- November 2006

- assessment techniques

**Qualification of expertise**  
**SMPN 1 RAO, Jalan Kampung Jawa Rao Kecamatan Rao, Kabupaten Pasaman, West Sumatra, 26353 Indonesia**
- January 2007

- presentation system

**Qualification of expertise**  
**SMPN 1 RAO, Jalan Kampung Jawa Rao Kecamatan Rao, Kabupaten Pasaman, West Sumatra, 26353 Indonesia**
- January 2007

- curriculum development

**Qualification of expertise**  
**SMPN 1 RAO, Jalan Kampung Jawa Rao Kecamatan Rao, Kabupaten Pasaman, West Sumatra, 26353 Indonesia**
- 27 – 29 April 2007

- Content standard and passing standard of national curriculum

**Qualification of expertise**  
**SMPN 1 RAO, Jalan Kampung Jawa Rao Kecamatan Rao, Kabupaten Pasaman, West Sumatra, 26353 Indonesia**
- Januari 2008 – August 2013

- Professionalism of teachers towards national education standards

**Qualification of expertise**  
**Kwartir Cabang 0308 Gerakan Pramuka Kabupaten Pasaman**
- 05 – 09 June 2014

- scouting education

**Bachelor Degree**  
**UNIVERSITAS TERBUKA INDONESIA**

  - English Education

**Qualification of expertise**  
**Kementrian Pendidikan dan Kebudayaan**  
**Badan Pengembangan Sumberdaya Manusia Pendidikan dan Kebudayaan dan Penjamin Mutu Pendidikan**

  - organizing and implementation of the national curriculum

## PERSONAL SKILLS

Mother tongue(s) Bahasa Indonesia

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
Spanish	A1	A1	A1	A1	A1
Chinese	A1	A1	A1	A1	A1
Japanese	A1	A1	A1	A1	A1

Communication skills

- good communication skills gained through my experience as a volunteer teacher
- excellent contact skills with children gained through my experience as a preceptor in student's extra-curricular activities

Organisational / managerial skills

- Managerial (currently responsible for a food business)
- leadership (currently responsible for student's extra-curricular activities)

- related skills
- good command of learning strategies
  - good command of instructional Media

## Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Proficient user	Proficient user	Proficient user

## Integrated Skills Education Institutions "Quantum"

- good command of office suite (word processor, spread sheet, presentation software)

Other skills Agriculture (Planting and growing Vegetables).

## ADDITIONAL INFORMATION

- Publications Poetry anthology of Rao Nusantara, Altacom Publisher, Malaysia, 2009
- Certifications Parenting Skill, The Motivation Teacher, Target teachers in implementation of the national curriculum