

# I PUTU ARI PRAMANA PUTRA

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A sixth-semester Information Technology student at ITB STIKOM Bali with a strong foundation in IT support, technical documentation, and teamwork. Experienced in organizing events and handling administrative tasks, with proven communication and coordination skills gained through active involvement in student organizations. Enthusiastic about applying IT knowledge in a dynamic hospitality environment and eager to support operational excellence through attention to detail and problem-solving abilities.

## Organizational Involvement

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<b>Programming Student Activity Unit of STIKOM Bali – ITB STIKOM Bali</b>	<b>Dec 2022 – Sep 2023</b>
<i>Member</i>	

- Actively participated in basic programming training sessions focusing on HTML and CSS.
- Collaborated in a team to complete a final project, a web-based Small SION Information System as a requirement for membership certification.

<b>Linux Study Group Student Organization – ITB STIKOM Bali</b>	<b>Jan 2023 – Dec 2024</b>
<i>Member</i>	

- Actively participated in group learning sessions on Linux operating systems, networking, and system troubleshooting.
- Experienced in LAN cable crimping (CAT6) and basic connectivity testing.
- Involved in the annual Slashroot CTF (Capture the Flag) event.

<b>Secretariat Division – Slashroot #7</b>	<b>May 2023 – Nov 2023</b>
<i>Member</i>	

- Prepared administrative documents for competition and seminar participants.
- Created Google Forms for participant and committee data collection.
- Compiled attendance lists for participants, committees, and invited guests, and assisted with event data archiving.

<b>Sponsorship Division – Slashroot #8</b>	<b>May 2024 – Dec 2024</b>
<i>Coordinator</i>	

- Led a team in managing sponsorship communication and partnerships, demonstrating leadership and negotiation skills.
- Prepared cover letters and sponsorship proposals.
- Distributed and established sponsorship partnerships with external parties.
- Successfully increased the number of sponsors by 8 compared to previous years.

<b>Secretary – Latihan Keterampilan Manajemen Mahasiswa (LKMM)</b>	<b>Feb 2025 – Mar 2025</b>
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- Prepared necessary documents and letters for event execution.
- Submitted signature requests to campus structural authorities.
- Coordinated with Public Relations to ensure smooth document distribution.
- Took minutes of general committee meetings and speaker sessions during events.
- Compiled Event Accountability Reports (LPJ) for archiving and documentation purposes.
- Prepared and submitted numbering for certificates of committee members, participants, and speakers.

<b>Secretary – Sosialisasi Penelitian dan Pengabdian Masyarakat (P2M)</b>	<b>Mar 2025 – Apr 2025</b>
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- Prepared necessary documents and letters for the implementation of P2M events.
- Submitted signature requests to campus structural authorities.
- Took minutes during audience meetings with the Student Affairs division and general committee meetings.
- Maintained effective communication with the Public Relations division for distributing letters to relevant parties.
- Compiled Event Accountability Reports (LPJ) for archiving and documentation purposes.
- Organized certificate numbering for committee members, participants, and speakers, and assisted in archiving event data.

## Education

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<b>Institut Teknologi dan Bisnis STIKOM Bali</b> – Bali, Indonesia	<b>Sep 2022 – Present</b>
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- Currently enrolled as a 6th-semester undergraduate student pursuing a Bachelor's Degree in Information Technology with a GPA of 3.69/4.00

<b>SMA Negeri 8 Denpasar</b> – Bali, Indonesia	<b>Jul 2019 – May 2022</b>
Natural Sciences Major (Science Track)	

## Course Projects

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### Front-End Web Developer

- Developed a responsive and informative website using HTML, CSS, and JavaScript, incorporating the Bootstrap framework.
- Designed website prototypes using Figma application.

### Back-End Web Developer

- Developed a library admin website featuring Create, Read, Update, and Delete (CRUD) functions using PHP programming language.
- Designed and implemented a relational database schema using MySQL Workbench.

### Practicum in Computer Network Systems

- Designed and configured network topologies using Cisco Packet Tracer.
- Performed CAT6 straight-through cable crimping as part of the Computer Networking practicum.
- Tested crimped cables with computers and LAN testers to ensure proper connectivity.

## Skills

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| <ul style="list-style-type: none"> <li>• Microsoft Office (Word, Excel, PowerPoint)</li> <li>• Basic understanding of computer networks</li> <li>• Google Workspace (Docs &amp; Sheets)</li> <li>• Software installation and basic configuration</li> <li>• Basic software troubleshooting</li> <li>• Canva</li> <li>• Figma</li> </ul> | <ul style="list-style-type: none"> <li>• Good communication skills</li> <li>• Adaptability &amp; fast learner</li> <li>• Teamwork &amp; collaboration</li> <li>• Time management</li> <li>• Indonesian – Native</li> <li>• English – Basic Conversational</li> <li>• Technical documentation &amp; meeting minutes</li> </ul> |
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## Certifications

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- Android Development Associate – Logical Operations 2025
  - Python Programming – MyEduSolve 2024
  - Computer Network: Network Administrator – BNSP (Badan Nasional Sertifikasi Profesi) 2024
  - Applied Microsoft Office – Trust Training Partners 2023