

# SARAHWATI

## Profesional Level

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[Link]

As an active student pursuing a Bachelor's degree in Informatics Engineering at President University with a GPA of 3.89, I have gained considerable experience through my internship as a Website Manage & News Writer/Photographer at PR & Event President University in Bekasi. In this role, I managed website content and contributed to news writing and photography. In addition, I have also accumulated extensive volunteer experience, with 12 different experiences, and actively participated in various organizational activities. My expertise includes research, media management, interviewing, and multimedia content creation. I am ready to contribute concretely and effectively to the company.

## Internship Experience

<b>PR &amp; EVENT PRESIDENT UNIVERSITY-BEKASI</b>	12-10-2023 - 04-04-2024
<b>Manage Website &amp; News Writer/Photographer   Internship</b>	
<ul style="list-style-type: none"><li>Managed web content by writing and uploading event-related articles to the Presuniv website.</li><li>Conducted interviews and documented events for news articles.</li><li>Organized and edited photographs for publication.</li></ul>	

## Volunteer Experience

<b>MANGROVE RANGERS-KARAWANG</b>	16-07-2024 - 16-07-2024
<b>Participant   Volunteer</b>	
<ul style="list-style-type: none"><li>Planted 100 mangrove plants as part of an environmental conservation effort.</li><li>Collaborated with team members to ensure proper planting techniques.</li><li>Supported the promotion of environmental sustainability initiatives.</li></ul>	
<b>RESIDENT ASSISTANT PUSH DORMITORY-BEKASI</b>	10-07-2024 - 26-08-2024
<b>Multimedia Design and Documentation of Welcoming Freshman 2024   Volunteer</b>	
<ul style="list-style-type: none"><li>Created visual designs for event materials including banners and ID cards.</li><li>Documented events through photography and videography.</li><li>Managed social media content and promotional materials.</li></ul>	
<b>PRESIDENT UNIVERSITY STUDENT BOARD-BEKASI</b>	04-06-2024 - 05-09-2024
<b>PIC Food and Beverage of Interact 2024   Volunteer</b>	
<ul style="list-style-type: none"><li>Ensured timely delivery of food and beverages to event participants.</li><li>Coordinated with vendors to meet catering needs.</li><li>Managed food safety and quality control during the event.</li></ul>	
<b>PRESIDENT UNIVERSITY STUDENT BOARD-BEKASI</b>	04-06-2024 - 02-08-2024
<b>Event Organizer of Social Project: Digital Marketing and Personal Branding 2024   Volunteer</b>	
<ul style="list-style-type: none"><li>Planned and managed event logistics and schedules.</li><li>Coordinated with speakers and participants to ensure a smooth event.</li><li>Promoted the event through various communication channels.</li></ul>	
<b>PRESIDENT UNIVERSITY STUDENT BOARD-BEKASI</b>	24-03-2024 - 27-07-2024
<b>Master of Ceremony of Communication forum II 2024   Volunteer</b>	
<ul style="list-style-type: none"><li>Hosted and moderated event sessions, ensuring smooth program flow.</li><li>Engaged participants and facilitated discussions.</li><li>Coordinated speaker transitions and audience interaction.</li></ul>	
<b>PRESIDENT UNIVERSITY STUDENT BOARD-BEKASI</b>	24-03-2024 - 27-07-2024
<b>Master of Ceremony of Digital Marketing and Personal Branding 2024   Volunteer</b>	
<ul style="list-style-type: none"><li>Moderated and facilitated event discussions.</li><li>Managed event schedules and speaker introductions.</li><li>Engaged with the audience to promote interaction and feedback.</li></ul>	

<b>FCPI PRESIDENT UNIVERSITY-BEKASI</b>		19-02-2024 - 22-07-2024
<b>Fund Raising of Knowledge Contest 2024   Volunteer</b>		
<ul style="list-style-type: none"> <li>Developed and implemented fundraising strategies.</li> <li>Organized business activities to generate event funds.</li> <li>Managed financial planning and budget allocations for the event.</li> </ul>		
<b>RESIDENT ASSISTANT PUSH DORMITORY-BEKASI</b>		
<b>Logistic of PUSH CUP 2024   Volunteer</b>		21-03-2024 - 23-06-2024
<ul style="list-style-type: none"> <li>Organized logistics and equipment for the PUSH CUP 2024 event.</li> <li>Coordinated with team members to ensure all needs were met.</li> <li>Maintained inventory and managed equipment setup.</li> </ul>		
<b>2. PRESIDENT UNIVERSITY STUDENT BOARD-BEKASI</b>		
<b>Public Relation of Communication Forum I 2024   Volunteer</b>		21-01-2024 - 23-03-2024
<ul style="list-style-type: none"> <li>Developed effective communication strategies for event promotion.</li> <li>Prepared press releases and media content.</li> <li>Engaged participants and managed event communication.</li> </ul>		
<b>PRESIDENT UNIVERSITY STUDENT BOARD-BEKASI</b>		
<b>PIC Event Organizer of A long Night 2024   Volunteer</b>		19-01-2024 - 13-07-2024
<ul style="list-style-type: none"> <li>Organized and managed all aspects of the A Long Night 2024 event.</li> <li>Coordinated with various teams to ensure event success.</li> <li>Oversaw event logistics, scheduling, and execution.</li> </ul>		
<b>1. PRESIDENT UNIVERSITY STUDENT BOARD-BEKASI</b>		
<b>PIC Logistic of Boards of Clubs and Communities Avowal 2024   Volunteer</b>		09-01-2024 - 03-03-2024
<ul style="list-style-type: none"> <li>Prepared and managed logistics for the event.</li> <li>Coordinated equipment and supplies with team members.</li> <li>Ensured all necessary materials were available and in good condition.</li> </ul>		
<b>PRESIDENT UNIVERSITY STUDENT BOARD-BEKASI</b>		
<b>Vice Project Manager of Comparative Study 2024   Volunteer</b>		14-11-2023 - 05-08-2024
<ul style="list-style-type: none"> <li>Assisted in planning and organizing the Comparative Study 2024 event.</li> <li>Managed the committee and directed activities to ensure smooth execution.</li> <li>Supported the Project Officer in overseeing event logistics and coordination.</li> </ul>		
<b>President University Major Association-BEKASI</b>		
<b>Project Manager of Elevate Informatics Festival   Volunteer</b>		
<ul style="list-style-type: none"> <li>Assisted in planning and organizing the Comparative Study 2024 event.</li> <li>Managed the committee and directed activities to ensure smooth execution.</li> <li>Supported the Project Officer in overseeing event logistics and coordination.</li> </ul>		
<b>President University Major Association-Bekasi</b>		
<b>IOT team of Seminar UNITAR   Volunteer</b>		
Assisted in planning and organizing the Comparative Study 2024 event. Managed the committee and directed activities to ensure smqoth execution.Supported the Project Officer in overseeing event logistics and coordination.		
<ul style="list-style-type: none"> <li></li> </ul>		

## Organization Experience

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### PRESIDENT UNIVERSITY STUDENT BOARD

#### Ministry of Self Development

- Created evaluation forms for event feedback and improvement.
  - Analyzed data and prepared reports on event performance.
  - Conducted workshops and training for self-development.
- 20-09-2023 - 20-09-2024

### PRESIDENT UNIVERSITY MAJOR ASSOCIATION

#### Vice Head of External Relation

- Created evaluation forms for event feedback and improvement.
  - Analyzed data and prepared reports on event performance.
  - Conducted workshops and training for self-development.
- 14-10-2023 - 01-08-2024

### PRESIDENT UNIVERSITY Developer Club

#### Chairperson/Leader

- Created evaluation forms for event feedback and improvement.
- Analyzed data and prepared reports on event performance.
- Conducted workshops and training for self-development.

### PRESIDENT UNIVERSITY ORCHESTRA

#### Celloist

- Participated in rehearsals and performances.
- Collaborated with orchestra members on musical pieces.
- Contributed to event planning and execution for performances.

### GOOGLE DEVELOPER STUDENT CLUB CHAPTER ITB

#### Member

- Participated in web development study sessions and projects.
- Assisted in organizing webinars, workshops, and hackathons.
- Collaborated on group projects and provided technical support.

## Project Experience

<b>THE PRESUNIVERS</b>	2024 - Present
The Presunivers is a media platform managed by PUSB that allows President University students to share their inspirational journeys and celebrate their achievements, aiming to motivate others. As a researcher for this project, my role involved reaching out to informants, organizing meetings, and conducting interviews to gather and present valuable content.	
<b>PAWCINE</b>	
Economic Survival Project	
<b>CUPKISS</b>	
Web Programming Project	
<b>VISAR</b>	
Database Project	
<b>MEDIBOT</b>	
Artificial Intelligent Project	
<b>SYNCAT</b>	
Software Engineering Project	
<b>SPACEBOB AND ASTROPAT</b>	
3D CGA PProject	
<b>TODOLIST AND QUIZ APP</b>	
WMP Project	
<b>CUSTOMER CHURN PREDICTION</b>	
Artificial Intelligent Project	
<b>ROBOTIC CAR</b>	
IOT Project	
<b>IOT BOX</b>	
IOT Project	

## Other Experience

• Mentoring Session IWD Bandung and Cloud	Feb 2024 - Present
• Member of Indonesia Cloud Community	Oct 2023 - Present
• Member of Google Developer Student Clubs Institute Teknologi Bandung	Oct 2023 - Present
• Home Concert Disney & Broadway Songs 2024 by Word Heritage Music Academy	2023
• Cultural Festival - Band	2022
• Bintang SMA Pocari Sweat - Band	2022
• OSN-K Astronomi	

## Achievement

• 3RD PLACE IN BAND COMPETITION ON SUMATERA EDUCATION & TECHNO EXPO	2023
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## Education

<b>PRESIDENT UNIVERSITY</b>	2023-2025
S1 Informatics   IPK: 3,89	
<b>SMA NEGERI 12 PEKANBARU</b>	2020-2023
Matematika Ilmu Pengetahuan Alam   Average diploma score: 90,92	
	2023

**Achievements:** Graduated on time, completed assignments according to deadlines, and received good grades on report cards

## Skill

**Hard Skill:** Proficiency in Microsoft Word, Excel, and PowerPoint supporting data management, professional document creation, and engaging presentations, technical expertise in HTML and CSS facilitating web development and design, Java programming skills assisting in software development and troubleshooting, video editing and Canva capabilities enhancing multimedia content creation and visual design, ability to conduct research, including finding information, contacting sources,

and arranging meetings and interviews, management of media platforms, particularly in the context of publications and awards and the ability to arrange and conduct interviews with sources.

**Soft Skill:** Good communication skills, teamwork, data analysis, time management and prioritization.

**Language:** Indonesia (Native) and Inggris (Beginner)

## Certificate

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**Certificate Seminar:**

- Youth Today by AIESEC 2023
- Digistar Connect by Digistar Club 2024
- Leveraging the Power of Machine Learning 2023

**Certificate Training atau Bootcamp:**

- Global Education Thailand Chapter 2 by Global Education 2024
- President University Orchestra 2024
- Mentoring Session IWD GDG Bandung and Cloud 2024