EVAN SETYAWANTA SITEPU

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Bogor, West Java, Indonesia

Computer Science Student at President University with hands-on experience in IT Support, UI/UX Design, and information system risk analysis. Proficient in SAP for customer database management, and skilled in Google Workspace and Microsoft Excel for daily operational support. Knowledgeable in basic hardware and software troubleshooting in office environments. Holds MTCNA and BNSP Multimedia certifications. Able to work both collaboratively and independently with a strong passion for developing effective and efficient technological solutions.

Work Experience

PT. Toyota Setiajaya Mobilindo - Alternatif Cibubur Street, **Bekasi City, West Java, Indonesia**   Jun 2021 - Dec 2021

IT Service Desk Support Intern

Toyota Setiajaya Mobilindo Cibubur is a reputable car dealership conveniently located in the Cibubur area.

- Supported the administration team in data entry of new car sales and service records using Excel and Google Sheets.
- Assisted in organizing and digitizing customer and vehicle databases using SAP.
- Handled basic IT support tasks such as troubleshooting hardware and office software issues.
- Assisted with installation and maintenance of office computer systems and networks.
- Facilitated smooth communication between sales, service, and administration departments.

RNDM - Cikarang, West Java, Indonesia   Sep 2023 - Aug 2024

Social Media & Digital Marketing Coordinator

Contributed to the development of a fashion design business by managing social media workflows and participating in the creation of a website to promote local and international products. Focused on optimizing marketing processes and increasing audience engagement.

- Business Workflow Development: Designed and organized social media workflows to improve the efficiency of digital campaigns.
- Website Design & Management: Developed and maintained a promotional website for clothing products using HTML, CSS, JavaScript, improving user experience and global accessibility. Used Figma, Canva, and Adobe Illustrator to design attractive and responsive visual elements.
- Marketing Strategy & Outreach: Implemented audience engagement strategies to boost product visibility and brand awareness in local and international markets.
- Process Optimization: Identified and improved core operational processes for more effective campaigns and overall business growth.

Education

President University - Cikarang, West Java, Indonesia   Aug 2023 - Dec 2026 (Expected)

Bachelor of Informatics, 3.80/4.00

- President University Scholarship - Rank 3 (Partial Scholarship)

Volunteer Experience

Social Project UMKM Hyangu - Cikarang, West Java, Indonesia   Jun 2024 - Aug 2024

Creative Design & Branding Volunteer

Participated in a social project aimed at helping UMKM Kripik Daun Kelor expand and better organize product sales.

- Collaborated with the team to support UMKM in increasing sales and brand presentation.
- Developed brand identity elements, including logo design, product packaging, and promotional banners.
- Enhanced the visual appeal and marketing potential of the products through strategic design.

Skills, Certifications & Related Projects

- **Professional Certification - MikroTik Certified Network Associate (MTCNA)** ⊘ (2023): Completed MTCNA training and certification demonstrating basic skills in network configuration, troubleshooting, and management using MikroTik RouterOS and RouterBoard. Valid for 3 years, issued on May 3, 2023.
- **Multimedia Competency Certification - KKNI Level II** ⊘ (2023): Earned competency certification from LSP SMK Metland accredited by BNSP, demonstrating multimedia skills at Wira/Manager qualification level, including multimedia production according to KKNI Level II standards.
- **Project Hotel Reservation System** (2024): Desktop application built with Java (NetBeans) using MySQL and JDBC. Enables users to make hotel reservations via a JFrame-based UI.
- **Project IT Risk Assessment "CashE" Mobile Application – PT. Square Gate One** (2025): Participated in preparing the risk assessment report for the CashE application. Focused on asset identification, threat analysis, and risk mitigation strategies following

ISO/IEC 27005:2018, OJK, BI, and PCI DSS standards.

- **Kalimantan Explore – Tourism Application** (2025): Android-based tourism app prototype promoting Kalimantan destinations, designed with Figma. Features include travel recommendations, package bookings, login, profile with camera, and transaction history.
- **Traffic Light Simulation – Tinkercad Project** (2021): Created an automatic traffic light simulation using Tinkercad with Arduino Uno microcontroller and LEDs. Demonstrated basic control logic, digital pin use, and simple electronics simulation for IoT.
- **Certification – EF English First English Course** ⊘ (2023): Completed an English course focused on improving communication, grammar, and comprehension skills.