




ANNE TRULYTA

International Business Management Undergraduate at BINUS University

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INTRODUCTION

Multilingual International Business Management undergraduate with a track record in planning, coordination, and team communication. Experienced in managing event workflows, supporting academic programs, and working effectively with diverse groups. Fluent in English and Indonesian with additional proficiency in Mandarin and Korean, enabling strong cross-cultural engagement. Seeking an internship where I can bring structured planning, adaptable communication, and a proactive approach to problem-solving.

EDUCATION

BINUS University @Alam Sutera

2023 - Present

International Business Management Undergraduate in 5th Semester

- Scholarship Awardee of BINUS SASC Mentoring Program in 3rd Semester
- GPA 3.81 / 4.00

EXPERIENCE

Staff of NEWS - BINUS TV Club Alam Sutera

Jan 2025 - Present

- Delivered live event reporting and wrote news articles covering campus activities, ensuring accurate and engaging communication for the organization's audience
- Mentored 10+ junior members by providing guidance on reporting techniques, writing structure, and content standards to improve team output

Talent Coordinator Advisor (Glimpse of BINUS TV CLUB 2025)- BINUS TV Club

July 2025 - Dec 2025

- Mentored talent coordinators in managing talents need, interview schedules, and behind the scenes flow
- Standardized briefing templates and communication structures for future talent teams

Event Division Advisor (Media Journey 2025)- BINUS TV Club

July 2025 - Oct 2025

- Provided strategic input on event planning, logistics, and division workflow
- Advised committees on schedule management, venue readiness, and cross-division coordination
- Supported quality control for event execution and communication flow

Registration Division Advisor (Boram & Expo 2025)- BINUS TV Club

July 2025 - Sept 2025

- Supervised and guided the registration team to streamline 200+ participant handling and data accuracy
- Developed improved check-in workflows used for subsequent organizational events
- Trained new coordinators to manage communication and operational tasks effectively

Academic Mentor (Mentoring Program)- BINUS Student Advisory and Support Center

July 2024 - Jan 2025

- Developed effective learning strategies through academic support & sharing sessions for mentee
- Provided personalized guidance for mentee, improve academic performance, and encourage confidence
- Facilitated academic mentoring sessions to improve mentees study habits and academic performance

Event Division Committee (Media Journey 2024)- BINUS TV Club

July 2024 - Sept 2024

- Involved in planning & executing campus seminar with 150+ attendees
- Managed event schedules, venue preparation, and coordination with other divisions
- Provided on-site technical support and smooth process during event

Talent Coordinator (Glimpse of BINUS TV CLUB 2024)- BINUS TV Club

June 2024 - Dec 2024

- Coordinated talents and ensured readiness for performances
- Collaborated with event committees to ensure smooth interview session
- Assisted in preparing talents needs & technical support

Coordinator of Registration Division (Boram & Expo 2024) - BINUS TV Club

Sept 2024 - Dec 2024

- Led the registration process for 300+ event participants, while ensuring smooth data collection and accurate documentation
- Coordinated with the executive board and event divisions to align schedules, participant needs, and event flow
- Maintained communication with participants to confirm attendance and provide event information
- Executed direct event promotion at the booth by communicating key information to attendees and encouraging walk-in registrations through persuasive, friendly interactions

SKILLS

- **Soft Skills:** Leadership, Public Speaking, Organizing, Pro-active Communication, Strategic Planning, Teamwork, Marketing, People Management
- **Languages:** Indonesian, English, Mandarin, Korean
- **Technical:** Microsoft Excel, Google Sheets, Google Docs, Canva, Microsoft Words, SPSS, Eviews, Harshmicro, Nvivo

[Find more of my project, work, and experience on my **Portofolio** here.](#)