**Nama Anda**

Jakarta, ID | P: +62 xxxx| email@gmail.com | linkedin.com/in/………../

*(Opsional) Anda juga bisa menulis* career summary *Anda di sini. Pastikan dibuat dari perspektif orang ketiga dengan maksimal 3-5 kalimat saja; harus ringkas dan* highlight *kemampuan teknis Anda. Hindari penggunaan kata-kata subjektif tidak penting seperti:* passionate, energetic, full of curiosity, *dan lain-lain.*

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| **EXPERIENCE** | |
| **Tokapedia – Jakarta, Indonesia**  *Product Manager* | *May 2018 – present* |
| * Deliver MRDs and PRDs with prioritized features and corresponding justification across stakeholders. I initiated a collaboration system using JIRA and increased stakeholder-communication efficiency by 20%. | |

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| *NAMA PERUSAHAAN - LOKASI*  *NAMA POSISI* | JANGKA WAKTU |
| * *Job description* Anda | |

***Catatan****: selain* job description, *tulis juga* achievements *Anda selama menjabat pada posisi tersebut. Kombinasikan dua hal tersebut dalam deskripsi yang tersedia.*

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| **EDUCATION** | |
| **Nama Universitas/Sekolah Tinggi**  Gelar Bachelor/Diploma/etc, Bidang Studi Anda; Cumulative GPA: 3.28/4.0 | JANGKA WAKTU |
| * *Anda bisa melampirkan 2-3 kegiatan Anda selama kuliah; termasuk organisasi atau kursus.* | |

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| **LEADERSHIP EXPERIENCE** *(*Title *disesuaikan dengan kebutuhan: bisa* volunteer *atau* leadership*, dll* | |
| *NAMA ORGANISASI - LOKASI*  *Jabatan Anda* | JANGKA WAKTU |
| * *Job description* Anda | |

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| **SKILLSET** |
| * Strong background in project management with knowledge in supporting tools like JIRA, Confluence, Google Workplace collaborations. * Familiar with Design Thinking; able to conduct a simple design thinking workshop with FIGMA and MIRO. * Able to specify and prioritize market and product requirements, feature sets, and critical positioning using Marketing Mix Methods. * Familiar with methods to get insights into buyer needs and the sales process through end-to-end quantitative surveys using SurveyMonkey and Google Forms. * Familiar with collaboration tools such as Google Workplace. Native with Microsoft Office (Word, Excel, etc.). |

***Catatan****: Sebaiknya tulis kemampuan atau* skills *Anda secara spesifik. Misal tentang* Sales*: meliputi teknik atau perhitungan apa,* tools *yang dipakai apa (SalesForce, dll), dan lain sebagainya.*

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| **LICENCES AND CERTIFICATION** |
| **TOEFL IBT**  *Educational Training Services (ETS)*  Total Score 65 out of 120 (Intermediate)  2021 – 2023  **Nama Sertifikasi/*License***  *Lembaga yang Mengeluarkan*  ID Sertifikasi  TAHUN. |

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