Putu Astika

Junior Web Developer · AI-Assisted Problem Solver

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Summary

Junior web developer who builds **simple, fast, and accessible** websites with HTML, CSS, and a little JavaScript. Disciplined about using **AI responsibly** for research, drafting, and code review—always keeping privacy and verification in mind. Strong **problem-solving** from conventional operations work: documenting SOPs, reducing errors, and turning messy tasks into clear checklists and dashboards.

Skills

- **Web:** HTML5, CSS3 (Flexbox, Grid), basic JavaScript/DOM, responsive design, semantic markup, accessibility basics, Git & GitHub, GitHub Pages, VS Code, Chrome DevTools.
- **AI (Responsible Use):** prompt design & iteration, evaluation checklists, versioning prompts, grounding & fact-checking, privacy-aware workflows (no secrets in prompts), AI-assisted content/code review.
- **No-Code & Docs:** Notion/Airtable, Google Sheets, Canva/Figma basics, SOP writing, templates, checklists.
- **Problem Solving:** root-cause analysis (5 Whys), process mapping, QA checks, stakeholder communication, time management.

Projects

- **Personal Portfolio (HTML & CSS)** – Responsive single-page portfolio with dark/light theme and contact actions (mailto/WhatsApp). Deployed on **GitHub Pages**.
  Link: [**https://astika327-dev.github.io/portofolio/**]
- **PromptCraft (AI Prompt Builder)** – Client-side tool that generates structured prompts from form inputs; includes copy to clipboard, download as .txt, and localStorage session restore.
  Link: [**https://astika327-dev.github.io/promptcraft/**]

- **Ops Playbook (SOP Mini-Dashboard – concept)** – Consolidated routine tasks, checklists, and quick QA notes into one page; documented procedures and reduced small errors through clearer instructions and verification steps.

Experience

Operations / Associate (Conventional Work) — [Company / Industry],

- Solved day-to-day issues under time pressure; translated problems into **clear steps** and **SOPs**.
- Built simple trackers in **Google Sheets**; standardized naming and status to avoid confusion.
- Collaborated with teammates and vendors; communicated updates clearly to prevent rework.
- Used **AI** to draft messages, create checklists, and improve instructions—then **verified** facts before use.

Freelance / Personal Web Projects — Ongoing

- Designed and shipped small web pages for personal use and demos; maintained code on GitHub and deployed via GitHub Pages.
- Practiced **accessible, semantic HTML** and tidy CSS; logged changes with meaningful commits.

Education & Courses

Self-taught via online resources. Selected coursework: **HTML & CSS Basics**, **JavaScript Essentials**, **Prompting & Responsible AI Use**.
 (Replace with any formal education or certificates you have.)

Tools

VS Code, Git/GitHub, GitHub Pages, Chrome DevTools, Notion, Airtable, Google Workspace, Figma/Canva (basic).

Languages

Indonesian (native), English (working proficiency).

Want this as a **compact blurb** for the top of your site?

Junior Web Developer with a background in operations. I build fast, minimal websites with HTML/CSS and light JS, and I use AI responsibly for research and reviews. I'm good at turning messy tasks into clear SOPs, checklists, and simple tools.