



# ALIYA ANASTASIA

## Curriculum Vitae

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### EDUCATION

**Psychology University**  
**Universitas Mercu Buana**  
2022 – Present

**Science**  
**SMAN 3 Kota Tangerang**  
2019 – 2022

**SMP Budi Luhur**  
2017 – 2019

**LIA English Course**  
2014 – 2020

### EXPERTISE

- Time Management
- Performance Evaluation
- Organizational Development
- Good Time Management
- Ability To Use Several Microsoft Apps
- Technology Proficiency
- Communication Skills
- Regulatory Compliance

### PROFILE

I am a self-motivated and a hard working person. I'm willing to work under pressure even when circumstances change. Eager to absorb as much knowledge and insights as possible in persuance of my goals. Excel in verbal and written communications.

### EXPERIENCE

**Secretary** **2020 – 2021**  
of KIR (Kelompok Ilmiah Remaja)

**Participants** **Training on July 2024**  
In the "Increase Your Confidence : Strategi Berpenampilan dan Berkomunikasi Profesional"

**Master of Ceremony** **Webinar on November 2024**  
For the "Pelatihan Afirmasi Positif"

**Comittee** **Webinar on November 2024**  
For the "Kendalikan Stress, Jaga Kesehatan Mental"

### LANGUAGE

#### English

- **Writing** : Intermediate
- **Speaking** : Intermediate
- **Listening** : Intermediate