



EPI SOPIAH



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Cibiru, Kota bandung

SUMMARY

A final-year Management student with a passion for organizational development, communication, and creative problem-solving. Experienced in content creation, live hosting, and student leadership. Eager to apply academic knowledge and practical skills in a dynamic internship role—whether in administration, human resources, marketing, or communications.

WORK EXPERIENCE

Administrative Intern, Kelurahan Pasirbiru

Oct 2024 - Des 2024

- Support daily administrative activities including data input, filing, and document processing.
- Help coordinate community service programs and handle basic inquiries from the public.

Live Host (Part-time), Soogee Creative

Aug 2024 - Aug 2024

- Hosted live streams on TikTok & Shopee (@egoosconcrane) to market fashion products (denim jeans).
- Promoted products interactively, answered live queries, and maximized viewer retention.
- Helped increase daily sales and brand visibility through engaging presentation style.

Copywriting Intern, PT Winnicode Garuda Teknologi

May 2024 – Aug 2024

- I have written over 50 articles on diverse topics, ranging from travel guides to book recommendations. My writing focuses on engaging storytelling, delivering valuable insights, and connecting with readers' interests to enhance their experience.

Content Creator Intern, STIE Gema Widya Bangsa

Jan 2024 - Mar 2024

- Developed Instagram content plan (@humas_stiegema) to increase awareness of academic programs and events.
- Designed posts using Canva and created seasonal, promotional, and informational content.
- Increased follower engagement through consistent branding and visual storytelling.

EDUCATION

Undergraduate in Management

Sep 2021 - Sep 2025 (Expected)

STIE Gema Widya bangsa

- Develop a Strong Foundation in Management, Focusing on HR, Taking Basic Accounting 1 & 2, Budgeting and Also Marketing.
- Publication of a Scientific Article Entitled "The Effect of Work Discipline on Employee Performance at CV Pertunungan Berkah Majalaya"
- Active in organizations and served as head of the strategic studies and action division, and was also involved in several committee events.

ADDITIONAL INFORMATION

- Technical Skills:** Microsoft Office, Canva, Figma, Copywriting, Team Leadership, and Communication
- Certifications:** Budgeting for Entrepreneur (Pijar Mahir), and Data Entry for (Udemy)
- Awards/Activities:** 1st debate competition at STIE Gema (2022) & Top 10 for Best Business Proposal at Business Plan Competition 2024 Ma'soem University