

FAUZI MAULANA SAID

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Jakarta, Indonesia 12250

I am a Communication Science student with a focus on Public Relations who has a passion for Explainer Branding, Culture Egg, and People Analytics. Skilled in Public Speaking, PR strategy development, Managing events, building good relationships and fast in learning new things. Detail-oriented, creative, and able to work in teams and individually in a dynamic environment. Committed to continuously develop skills in communication and public relations to create positive impact in the industry.

Work Experiences

PT. Panasonic Manufacturing Indonesia - Jakarta, Indonesia

Apr 2021 - Sep 2021

Production Operator

- Operating Equipment or machinery for the manufacture of Refrigerator Body.
- Assemble the components of the refrigerator into One piece.
- Packing the electrical parts is neat.

Shoppe Express Cakung DC - Jakarta, Indonesia

May 2022 - Jul 2022

Production Operator

- Operating the machine.
- Choose packages sent by region.
- Check the packages sent whether they are in good condition, or not.

Qutbound Tour of Zidane's Cottage - Jakarta, Indonesia

Feb 2023

Instructor

- Arrange flights, insurance, and accommodation (as requested).
- Use a booking system to secure holidays and training
- Collect and process payments.
- Advises clients on travel arrangements.
- Organize activities.

PT. Erajaya Swasembada Tbk - Jakarta, Indonesia

Aug 2022 - Sep 2022

Sales Gadget Smartphone

- Selling different types of smartphones to consumers.
- Selling various types of starter packs to consumers.
- Selling various types of smartphone accessories to consumers.

Junior High School & Vocational High School Said Naum - Jakarta, Indonesia

Nov 2022 - Feb 2023

Paskibra Coach

- Train children in line-marching movements.
- Educating children to be disciplinary in time.

PT. Generasi Mutiara Bangsa (Mahadya Group) - Jakarta, Indonesia

Feb 2023 - Aug 2023

Part Time Restaurant Wingstop & Carls' Jr

- Deliver all products accurately, according to standards and on time.
- Running the excellent service program.
- Maintain and clean all equipment and areas of each station.

PT. Kopi Bintang Indonesia - Depok, Indonesia

Nov 2023 - Present

Person in Charge Tomoro Coffe

- Serving sequa produce from drinks and food accurately (SOP)
- Served more than 100 orders every week, and successfully received the highest feedback based on customer surveys.
- Maintain and clean equipment and areas of each station

Education Level

SMKN 29 Jakarta - Jakarta, Indonesia

Apr 2019 - Apr 2022

Senior High School Communication Science

- Participated in leadership training Basic Training
- Ten students with the best grades at Vocational High School 29 Jakarta in 2022

- Achievement Scholarship with a minimum score of (70)

Universitas Nasional - Jakarta, Indonesia

Bachelor Communication Science, 3.90/4.00

Sep 2022 - Sep 2026 (Expected)

- Achievement Scholarship with a minimum GPA of (3.5)
- Actively participates in national and international seminars

Organisational

Paskibra - Jakarta

Apr 2019 - Apr 2022

Public Relation

- Provide information appropriate to the organization.
- Make a statement about how the organization is progressing.
- Recording all information on the running of the work program, for example, recording competition activities and champions. KEY SKILLS

SOFT SKILLS, HARD SKILLS, AWARDS

- **Soft Skills** (2021): Microsoft Office (Word, Excel, PowerPoint), Graphic Design
- **Hard Skills** (2019): Organizing and Planning, Public Speaking, Teamwork, Creativity, Adaptability, Learning new things
- **Awards** (2022): Ten students with the best grades at Vocational High School 29 Jakarta in 2022
- **Awards** (2020): 2nd Winner of SMA / SMK PASKIBRA Level.
- **Awards** (2019): The 3rd Winner of Elementary, Junior High, High School / Vocational Level, Purna Se-National PASKIBRA.
- **Awards** (2019): Main Winner 1 Level of Elementary, Junior High, High School / Vocational School Equivalent to Java PASKIBRA.