

FARAH KAMILAH PUTRI

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Bekasi, Jawa Barat

I am a 8th semester student majoring in Islamic Banking who is actively involved in various organizational activities. Through organizational experiences, I have developed leadership, communication, and management skills. In addition, my internship experience has strengthened my understanding of banking services and administration. With this combination of organizational and academic experience, I am committed to continue learning and making positive contributions in the professional world.

UIN Syarif Hidayatullah Jakarta

2021 - now

Bachelor's Degree Sharia Banking, Faculty of Economics and Business

- GPA: 3.71
- Currently in the 8th semester with a strong focus on Islamic finance and banking principles.
- Actively involved in campus organizations.

SMAS PGRI 1 Bekasi

2018-2021

Mathematics and Science Department

- Achieved 2nd place in the parallel ranking for Mathematics and Science.
- Awarded 2nd place in the annual school's Putri Daerah Competition.
- Actively participated in the City-level Science Olympiad for Mathematics.

Work Experience

Bank Syariah Indonesia KCP UIN Syarif Hidayatullah

July - August 2024

Customer Service Assistant

- Assisted customers with account inquiries, product information, and basic banking services, ensuring a smooth and positive client experience.
- Supported administrative tasks, including updating customer records, processing account documentation, and handling service requests.
- Collaborated with the customer service team to maintain high-quality service standards, enhancing customer satisfaction and loyalty.

Organization Experience

HMPS Perbankan Syariah UIN Syarif Hidayatullah Jakarta

2024 - now

Vice Chairman

- Led and coordinated team efforts in planning and executing programs that support student development in Islamic banking.
- Oversaw organizational activities and ensured alignment with HMPS's vision and mission.
- Established partnerships with internal and external organizations to enhance program quality and expand networking opportunities for students.
- Supported the preparation of administrative and financial reports to maintain transparency and accountability within the organization.

IMAPSI (Ikatan Mahasiswa Perbankan Syariah Indonesia)

2022 - 2024

Member of Media and Information Department

- Created and managed digital content to promote events.
- Collaborated with team members to develop strategies for effective communication and information dissemination across social media platforms.
- Assisted in designing visual materials, including posters and infographics.

PMII KOMFEIS

Coordinator Secretary of the Alumni, Institutions, and Organizations Relations Bureau

- Managed communications and relationships with alumni, organizations, and institutions to enhance collaboration and networking opportunities.
- Organized alumni events.
- Created and managed an alumni database to facilitate access to information and communication.

2023 - 2024

HMPS Perbankan Syariah UIN Syarif Hidayatullah Jakarta

Member of Visual Communication Media Bureau

- Created and managed visual content for promoting organizational activities and events, enhancing visibility and student engagement.
- Collaborated with team members to design marketing materials, such as posters, infographics, and videos, that are engaging and informative.
- Managed the organization's social media platforms to disseminate information.

2022 - 2023

Event Experience

Women Empowerment Forum

Coordinator of the PDD Division (Publications, Decorations, and Documentation)

- Led the planning and execution of promotional materials and documentation for the event, ensuring clear communication of the forum's objectives and activities.
- Managed a team responsible for capturing event moments through photography and videography, producing high-quality content for promotion and documentation.
- Collaborated with other divisions to ensure seamless integration of publicity efforts, enhancing the overall visibility and success of the event.

2023

8th Islamic Banking Days

Vice Treasury

- Assisted in managing the financial aspects of the event, including budgeting, expense tracking, and financial reporting to ensure transparency and accountability.
- Collaborated with the treasurer to prepare financial statements and documentation for sponsors and stakeholders.
- Monitored expenditures and ensured compliance with budget constraints, contributing to the overall financial health of the event.

2023

Belajar Bersama Tentang Media (BBTM)

Secretary

- Documented meeting minutes, agendas, and reports to ensure effective communication and record-keeping throughout the event planning process.
- Assisted in coordinating logistics, including scheduling and resource allocation to facilitate smooth event execution.
- Maintained communication with speakers and participants to provide updates and ensure their needs were met before and during the event.

2022

Skills

- Leadership
 - Communication
 - Teamwork
 - Time Management
 - Problem Solving
 - Graphic Design
 - Microsoft Word
 - Microsoft Excel
 - Financial Management
 - Documentation