

MUHAMMAD FIKRI DARMAWAN

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PERSONAL EXPERIENCE

An active 6th semester English Education student with a focus on career development in Human Resources (HR) and Event Management, has had 2 years of experience in HR management, where a team of more than 50 volunteers were successfully managed in a national anti-smoking program at Toco Ranger Indonesia. More than 15 events have been organized with a total of 1,000 participants through her role as Event Organizer at ROMANSA. Awarded as the 2024 Best Genre Ambassador of Jember Regency level has also been achieved. She has a good command of active English, and strong analytical skills in strategic decision-making related to human resources, making her ready to contribute professionally in the field of human resource management and event management.

EDUCATIONAL BACKGROUND

Islamic University of Jember

Sept 2022 – Present

- S1 Education | GPA: 3.79 / 4.00
- Major: English Department

WORK EXPERIENCES

Event Organizer, ROMANSA ORGANIZER

Jan 2023 – Present

- Create event concepts and themes that are creative, organized, and according to client needs.
- Establish cooperation with trusted vendors (catering, decoration, sound system, etc).
- Recruit and coordinate the event team (crew, ushers, etc.) and conduct briefings on the team crew.
- Conduct location surveys, permits, and preparations related to event technicalities.
- Establish active communication with clients.

ORGANIZATION, INTERNSHIP, AND VOLUNTEER EXPERIENCES

Curriculum Designer, Sekolah Sastra Anak

Feb 2025 - Present

- Creating an interesting and fun literature curriculum.
- Collaborate with several educational partners/foundations to teach about literature.
- Play, learn, and bond with children using print and digital media.
- Conducting monthly evaluations of children's development during the literature education period.

Chairperson of Genre Ambassadors

Des 2024 - Present

- As a sub-district representative in the Jember 2024 Genre Ambassador event.
- Led the 24th batch of Genre Ambassador team in various counseling, presenter, and socialization activities.
- Focused on youth issues such as free sex, early marriage, drugs, and juvenile delinquency.
- Developed public speaking, leadership, and event management skills.
- Actively contributing to efforts to prevent social problems among teenagers.

Human Resource, LinguComm

Jul 2024 – Feb 2025

- Conduct regular public speaking training activities.
- Collaborate with the public relations division to invite and coordinate speakers from home and abroad.
- Record and evaluate the development of each LinguComm member regularly.

Human Resource, Toco Ranger Indonesia

Feb 2024 – Present

- Record the need for additions and subtractions in ongoing projects.
- Work on monthly projects related to tobacco use in Indonesia and analyze and summarize relevant research journals.
- Design and implement anti-smoking campaigns through temporary and permanent programs.
- Create a positive impact in the reduction of tobacco consumption by smoking.

Human Resource, AnuvaStudy

Jul 2024 – Nov 2024

- Design and organize all company activities and events
- Manage activities aimed at improving the cooperation and performance of AnuvaStudy members
- Supervise the performance of employees in each division of Anuva Group
- Coordinate with related teams for effective recruitment implementation

Event Organizer, Dream Come True

Dec 2023 – Aug 2024

- Manage a one-week soft skills training program
- Develop a detailed timeline and agenda of activities
- Oversee the creation and distribution of promotional materials (brochures/pamphlets)
- Ensure the smooth running of each event session and coordinate the entire committee team
- Evaluate the entire program and create an accountability report

SKILLS

Language: Indonesian and English

Expert

Software: Microsoft Office, Google Site

Expert

Others: Material Development, Information Presentation, Needs Analysis,
Document Preparation, Public Relations, Stakeholder
Management.

