

INTAN WIDIAPARADILLA

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Depok, West Java

Third-year Sociology student at Faculty of Social and Political Science, UIN Syarif Hidayatullah with a passion for continuous learning, skilled in team collaboration, and currently exploring interests in social media, digital marketing, and design. Has an organisational experience in external relations (partnerships), liaison officer, and secretarial work

Volunteer Experiences

Pekan Sosiologi - South Tangerang

Jul 2024 - Nov 2024

Head of External Relation

- Created > 100 databases for the needs of high school futsal competitions
- Scheduled a weekly meeting schedule for 5 months while the event is ongoing
- Contributed as a talent in Instagram Reels and TikTok videos
- Collaborated with more than 20 people in one division team
- Created > 50 databases for the needs of Jejak Sosiologi competitions
- Created > 130 databases for the needs of Guest Star Pekan Sosiologi
- Collaborated with more than 60 media promoters
- Responsible as the auditorium manager and coordinating over 80 audience members at the opening event, as well as serving as the hall manager at the closing event and coordinating over 120 audience members
- Looking and contacting > 20 potential speakers in 1 event

MAPABA PMII KOMFISIP - South Tangerang

Oct 2023

Public Relations

- Handling documents for more than 60 people in 1 event
- Working with more than 10 people

FISIPDAYS - UIN Syarif Hidayatullah Jakarta

Mar 2023

Sponsorship

- Achieved up to 2 sponsors who joined the event

Kongres ILMISPI VIII - UIN Syarif Hidayatullah Jakarta

Feb 2023

Liaison Officer (LO)

- Handling a delegation of 4 people from different universities in 1 event

Indonesia Opinion Festival - Online

Oct 2023

Liaison Officer

- Facilitate and coordinate delegation requirements, guiding delegates to participate in all activities as needed

Education Level

UIN Syarif Hidayatullah - South Tangerang

Sep 2022 -

Undergraduate Sociology, 3.75/4.00

Organisational Experience

Association of Sociology Students at UIN Jakarta - UIN Syarif Hidayatullah Jakarta

Jan 2024 - Present

Deputy Secretary

- Managing executive schedule for 12 months
- Archive minutes and reports, and prepare various types of documents, up to > 50 documents
- Handling reports of more than 300 incoming and < 20 outgoing letters
- Performing routine bookkeeping tasks (accountability reports) amounting to 5 reports

Sociology Forum Discussion - UIN Syarif Hidayatullah Jakarta

May 2023 - Apr 2024

Staff of Publication, Design, and Documentation

- Created post designs, Instagram stories, live reports related to the event you want to run more than 10 contents
- Handling more than 15 events in 1 period

Student Senate - South Tangerang

Oct 2022 - Dec 2022

Expert Staff

- Colaborated directly with the administration section to provide assistance as needed

- Created designs using editing applications for various commissions' requirements

Skills, Achievements & Other Experience

- **Certificate** (2022): Digital Marketing Guarantee Batch 4 by Harisenin.com
- **Soft Skills:** Effective Indonesian communication, demonstrated honesty and integrity, strong team player and collaborator, proven English capabilities, proficient in financial management
- **Hard Skills:** Microsoft Word and Microsoft PowerPoint expertise, skilled in Canva for design purpose
- **Interest:** Passionate about digital marketing and volunteer enthusiast