

# RISMA YULIANA SAPUTRI

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I am Risma Yuliana Saputri, 21 years old. I am a 6th semester undergraduate student of the Faculty of Economics and Business, Sebelas Maret University, majoring in Development Economics. I have interests in Research, Finance and Public Relations. In addition, I have basic skills in the use of related software such as Microsoft Office, Eviews, Stata, etc. I am currently active as an intern in the Cash and Pension Report Verification division at PT Taspen KC Surakarta. I am also experienced as an intern in the Public Relations division at Ideal Indonesia. I have good time management and teamwork skills, proven by taking part-time jobs and joining an organization during my college years. With my experience, I would like to further develop my skills in the professional field.

## Education

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### **Sebelas Maret University - Surakarta, Indonesia**

Aug 2022 - Aug 2026 (Expected)

*Undergraduate Development Economics, 3.76/4.00*

- Relevant subjects : Monetary Economics, Banks and Financial Institutions, Central Banking, Public Economics, Economic Statistics, Microeconomics, Macroeconomics, Econometrics, etc.

### **SMK Negeri 1 Wonogiri - Wonogiri, Central Java**

Jul 2018 - Aug 2021

*High School Diploma in Accounting*

- Achieved an average school exam score of 91 for vocational specialization subjects.
- Completed the final project in the form of financial statement simulation including balance sheet, income statement, cash flow, etc.
- Mastered the use of MYOB accounting software and obtained a certificate of expertise from the school.

## Work Experiences

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### **PT Taspen KC Surakarta - Surakarta, Central Java**

Jan 2025 - Feb 2025

*Internship*

- Verify the files of pension participants including the types of first pension, widow/ widower pension, death benefit, work accident insurance, death insurance, orphan pension, etc. with a total of more than 100 files per day.
- Performed data input in the form of death certificate, pay partner claim file receipt, non-dapem overbooking, etc. with a total of 1000+ data.
- Performed more than 20 applications for pension clauses per day including applications for first pension, widow/widower pension, work injury insurance, death benefit, death insurance, etc.

### **Sogan Cafe and Space - Surakarta, Central Java**

Dec 2022 - Dec 2023

*Cashier*

- Accurately collected dozens of sales transactions per day both cash and non-cash to support business operations.
- Contributed to company performance monitoring through recapitulating and recording hundreds of transaction data regularly for 6 months.
- Successfully minimized customer complaints by continuously informing and promoting product knowledge.

### **Dinas Perdagangan dan KUKM - Wonogiri, Central Java**

Dec 2019 - Mar 2020

*Internship*

- Assist the market treasurer in recording all transactions in order to implement the budget.
- Implementing market retribution so that as to know directly the procedures, mechanisms and differences in market retribution rates.

### **Thrift by Kiko - Wonogiri, Central Java**

Jan 2019 - Mar 2021

*Owner*

- Leading a business with an average turnover of IDR 700,000 per month and successfully marketing and selling more than 10 types of products online to hundreds of customers.
- Serve customers by actively handling more than 10 product orders every day.

## Organizational Experience

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### **IDEAL Indonesia**

Sep 2024 - Present

*Staf Public Relation*

- Being the liaison between Ideal Indonesia and 7 community partners and responsible for handling publication requests from community partners
- Became Master of Ceremony of Ideal X Share IPB event titled "Bootcamp: Empowering Future Leaders" with a total of 30+ participants
- Responsible for conducting research and analysis on communities that qualify as potential media partners to support Ideal events

### **BEM FEB UNS 2024 - Sebelas Maret University**

Mar 2024 - Present

*Vice Minister of Kementerian Kajian dan Riset Strategis*

- Being the steering committee and responsible for overseeing all divisions of the Pena Mahasiswa 2024 committee with a total of 20+ committees.
- Managing a team of 4 people to run 6 work programs in one management period.
- Collaborated to make 4 studies on economic, social, and political themes by raising hot issues and publishing them in the form of articles, journals, and infographics.

#### **Forum Mahasiswa Ekonomi Indonesia**

Jun 2024 - Present

##### *Secretary of Kastrat Forum*

- Coordinate and cooperate with the chairman of the Kastrat Forum and forum members who number more than 50 people for the further running of the forum.
- Record and compile minutes of forum meetings to facilitate the dissemination of meeting results to staff present and absent.
- Create and disseminate information for forum meetings.

#### **Forum Mahasiswa Ekonomi Indonesia - Universitas Indonesia**

May 2024

##### *Delegate of Sebelas Maret University*

- Discussed with delegates from 16 universities in criticizing and contributing economic thoughts based on policies issued by the Indonesian government.
- Successfully compiled a study entitled 'Carbon Tax Implementation in Improving Welfare Principles through Fiscal and Monetary Policy in Indonesia' and presented the study in the forum.

#### **BEM FEB UNS 2023 - Sebelas Maret University**

Mar 2023 - Dec 2023

##### *Staff of Kementerian Media dan Informasi*

- Create special content designs such as posters, campaigns, flyers, bumpers, mmt etc., so that 5 BEM work programs are successful.
- Manage social media and create more than 100 content creations, including instagram feeds, reels, and live broadcasts. (eg: Ikmmdebuns, kangmasmbakyu2024)
- Produce, edit and upload 4 podcast videos with a total of more than 1000 viewers. (eg: Ruang Kita Podcast, Sharing Alumni)

#### **Himpunan Mahasiswa Jurusan Ekonomi Pembangunan - Sebelas Maret University**

Sep 2022 - Dec 2022

##### *Intern Staff of Human Relations*

- Hosted the "Visit Campus" event with a total of more than 50 participants.
- As a public relations staff, successfully disseminated information about the EP Charity program so that the number of donations 100% reached the target.
- As a "De Spectra" sponsorship staff, successfully collaborated with cooperation partners to raise funds according to the target so that the event could run successfully.

## **Additional**

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- **Language:** Indonesian (native), English (intermediate)
- **Hard Skills:** Data Analysis, Marketing, Microsoft Office, MYOB, Stata, Eviews, Basic Accounting, Social Media Management, Canva, Graphic Design.
- **Soft Skills:** Critical Thinking, Public Speaking, Interpersonal Skills, Problem Solving, Teamwork, Communication, Time Management.
- **Projects** (2024): Implementasi Carbon tax Dalam Meningkatkan Kesejahteraan (well-being) Pada Kebijakan Fiskal dan Moneter di Indonesia