



Dzikri Amrulloh

Administration & Creative
Services Production

☎ (+62) 813-2495-9098
✉ dzikri.dr098@gmail.com
📁 dzikriamrulloh.github.io
📍 Bandung, Indonesia

SUMMARY

It is a source of pride for me to have the experience of being a Santri and handling various projects such as creative agency, visual management, and other projects. In this role, I developed innovative strategies, managed teams, and ensured the success of the projects. I also have experience in client communication, team coordination, and project budget management. I possess skills in project management, visual design, and organized event planning. Combining religious education and professional experience in the creative field gives me an advantage in facing various challenges and making positive contributions. More details about my experience and work, can be found on my portfolio website.

EXPERIENCE

Internship Legal Officer

HHM Law Office

02/2024 - Present

- Assisting in Auditing Case Data | Making Warning Letters (Somasi) | Making Legal Opinions | Attending Meetings Either With Clients Or Certain Parties | Assisting Office Mobility In Handling Cases.

Internship (Jabar Innovation Fellowship)

Bureau of Law and Human Rights, Secretariat of the Regional Government of West Java ↗
Province

07/2023 - 01/2024

- Managing the Database of Documentation of Regulations on Provincial Jdih, Managing Internal and External Events, Being a Host, Managing Media for Event Visualization Needs, Being an Event Documenter, and Assisting in Social Media Processing.

Freelance Graphic Designer

Partnership

02/2019 - 08/2024

- Creating and Implementing Visual Graphics in Various Media, Both Print and Non-Print.
- Clients: PPM Al-Mu'awanah, HHM Law Office, Legal and Human Rights Bureau of the West Java Regional Secretariat, Youth and Sports Office of West Java Province, Several UMKNs, and Others

Freelance VJ Mapping Show

Partnership

02/2019 - 08/2024

- Creating and Implementing VJ Animation for Event Backgrounds.
- Clients: PPM Al-Mu'awanah, PPM Darussalam Garut (Male & Female), PPM Robithoh, PPM Dampasan Banjarsari, PPM Darul Huda Banjar, Ponpes Daarul Ihsan (Cimahi & Banjaran) & PPM Baitussalam.

Secretary to the Head of the Islamic boarding school

Al-Mu'awanah Modern Islamic Boarding School ↗

06/2021 - 05/2023

- Managing the Database of Each Section of the Boarding School. Managing Institutional Archives, Creating a Student Assessment System, Digitizing Institutional Archives, Arranging Operational Standards for Several Sections of the Boarding School, Arranging Correspondence for Both Institutions in Foundations and or Boarding Schools

Web Developer & Studio Manager

Al-Mu'awanah Modern Islamic Boarding School ↗

11/2019 - 05/2023

- Designing and Providing the Required Assets and Preparing Media Tools in the Capacity of Their Needs.
- Creating and Designing Website Schemes.
- Becoming a Visual Media Operator, Live Streaming, and others.

Freelance Graphic Designer Imam Muda Salman ITB ↗ <ul style="list-style-type: none"> Managing Instagram Post Designs and Event Needs Designs. 	08/2021 - 12/2022
Photo Editor Newbrain Studio <ul style="list-style-type: none"> Manage and process photo results using Adobe Photoshop software. 	07/2019 - 11/2019
Language Management Staff Al-Mu'awanah Modern Islamic Boarding School ↗ <ul style="list-style-type: none"> Controlling and Recording the Development of the Language of Students in the Al-Mu'awanah Modern Islamic Boarding School Environment. 	06/2018 - 07/2019

EDUCATION

Comparison of Madzhab and Law Univertas Islam Negeri Sunan Gunung Djati Bandung - Bachelor's Degree (GPA 3.72) <ul style="list-style-type: none"> Awardee Jabar Innovation Fellowship 2023 1st Place in the Video Challenge Competition for the West Java OPD Category Completing Training Santri Siap Guna 39 - Daarut Tauhid Completing Training Creative Thinking & Problem Solving by KEMENPORA Purwakarta Religious Court Internship Participant 	2020 - 2024
Social Science Pondok Pesantren Modern Al-Mu'awanah - Middle School - High School <ul style="list-style-type: none"> 1st Place in the PORSENI English Speech Contest for all Sub-Districts 1st Place in the PORSENI English Speech Contest for all Districts 2nd Place Speech FASI IX Majalaya Regional Coordinator 1st Place Islamic Story FASI IX Majalaya Regional Coordinator 	2012 - 2018

SKILLS

Drone Pilot	Intermediate	Microsoft Office	Advanced
Corel Draw	Advanced	Adobe Photoshop	Advanced
Photography	Intermediate	Adoeb Illustrator	Advanced
Videography	Intermediate	Creative Direction	Intermediate
Adobe Premiere Pro	Intermediate	Brand Consistency	Advanced
UI/UX	Intermediate	Collaborative Skills	Intermediate
Figma Designer	Advanced	Communication	Advanced
Canva Designer	Advanced	Project Management	Advanced
Wordpress	Intermediate	Driving Car (SIM A)	Advanced
Legal Analyzer - Civil Law	Intermediate	Driving Motorcycle (SIM C)	Advanced

LANGUAGES

Sundanese	Native	English	Intermediate
Bahasa	Native	Arabic	Intermediate