

Siti Utami

Jl. Kelapa Kuning X blok H 1
no. 8 (Komplek Billy & Moon)
Kalimalang. Jakarta Timur 13450

In Regards to

HR Recruitment Department

Dear Sir/Madam,

Based on the information that I've got, that the company is Mr/Mrs lead today requires employees, Therefore I apply for the post.

As a recent graduate from Bachelor of Marketing Communication with an honor in Bina Nusantara University and significant experiences in Public Relations, I have a wide range of knowledge that could be useful for the position. In the other hand, during my course of study I have been actively taking part in co-curricular activities inside and outside the university. With my knowledge, experiences and skills in leadership, communication and organization, I believe that I could contribute my energy and commitment to excel and to thrive in your company.

I am a person who able to work together in teams and individually, creative, result oriented, honest, hardworking, and eager to learn everything even in new subject or discipline. As consideration, I also attached here my Curriculum Vitae.

I hope learn more about your company's plans and goals, and how I might contribute to its continued success. I am looking forward to meeting with you to discuss about the position further at your convenient time. I could be contacted at 081294054677 / 08568405430, alternatively my email address tammsky21@gmail.com. Thank you for your kind consideration.

Siti Utami

SITI UTAMI

**Address**

Jl. Kelapa Kuning X blok H 1 no. 8
(Komplek Billy & Moon) Kalimalang.
Jakarta Timur 13450

Contact

Phone : +6281294054677 //
+628568405430

Link

Email : tammsky21@gmail.com

Professional Objective

To pursue a career in your company that allows me to grow professionally and personally.

Formal Education

1997 - 2003	Elementary School at SD Islam Al-Azhar 13 Rawamangun.
2003 - 2006	Junior High School at SMP Islam Al Azhar 12 Rawamangun
2006 - 2009	Senior High School at SMA Islam Al Azhar 2 Pejaten.
2009 - 2013	Program Study Marketing Communication, Bina Nusantara University. Majoring : PUBLIC RELATIONS

Informal Education

2004 - 2006	Quantum Learning
2005 - 2006	English LBPP LIA Jakarta
2008 - 2009	BTA 45

Experiences

Work Experiences

February 2013	PT Panasonic Gobel Indonesia Corporate Communication Staff
January 2014	PT Solindo Duta Convex Marketing Communication Staff
April 2014	Majalah REI Marketing
September 2014 - present	Kendilima Strategic Communications AE (Account Executive)

Professional Certification

2009	Participant in Seminar Public Relation with Tina Talisa
2011	Participant “Personal Branding With Social Media” Seminar
2012	Participant in Seminar “The secret Communication in Business”
2012	Participant in Seminar “Intellectual Property Right in Business”

2012 Participant in Seminar Building Great Careers: Industry Insight (Fortune 500 and National Premium)

Organizational and Extracurricular Activities

2005	Extracurricular Highschool Theatre
2008	Crew Pentas Seni SMA Al-Azhar Pejaten
2008	OSIS - humas
2009	Promnight SMA Al-Azhar Pejaten

Hobbies and Interest

Hobbies :	Watching movie, Travelling, listening to music
Interest :	Movies, Travelling, Fashion, Make up, Pets



Skill

Skill

Internet ★★★★★
Ms. Office ★★★★★

SUPPORTING DATA



UNIVERSITAS BINA NUSANTARA

068455

No. Seri Ijazah : IKSI/2013/BN00268
 Serial Number :

Dengan ini menyatakan bahwa,
 Hereby declares that,



Siti Utami
(1301060546)

lahir di Jakarta, pada tanggal 21 Mei 1991
 born in Jakarta, on May 21, 1991

telah berhasil memenuhi semua persyaratan yang ditentukan pada program
 has fulfilled all of the requirements set forth for

Jenjang Pendidikan Education Level	:	Sarjana (Strata 1) Bachelor Degree
Fakultas / Sekolah Faculty / School	:	Ekonomi dan Komunikasi Economics and Communication
Program Studi Major	:	Ilmu Komunikasi Communication
Program Program	:	Ilmu Komunikasi Communication

oleh karena itu, kepadanya diberikan hak untuk memakai gelar akademik
 and therefore, confers upon him / her the right to hold the degree of

Sarjana Ilmu Komunikasi (S.IKom.)

beserta segala hak, wewenang, dan tanggung jawab yang melekat pada gelar tersebut.
 with all the honors, rights, privileges, and responsibilities pertaining to this degree.

Diberikan di Jakarta, pada tanggal 30 September 2013.
 Awarded in Jakarta, on this thirtieth day of September, two thousand and thirteen.

Dekan
Dean



Dr. E.A. Kuncoro, SE., MM

Rektor
Rector



Prof. Dr. Ir. Harjanto Prabowo, MM



Akreditasi BAN-PT No. : 097/SK/BAN-PT/Ak-XV/5/II/2013
 Accredited by National Accreditation Board for Higher Education

FM-BINUS-AA-FPU-152/R4

SURAT KETERANGAN
TO WHOM IT MAY CONCERN

Nomor : 04008/REK.AOC/X/2013

Menerangkan bahwa
This is to certify that

Nama
Name : SITI UTAMI

Tempat dan Tanggal Lahir
Place and Date of Birth : JAKARTA, 21 Mei 1991
JAKARTA, May 21, 1991

Nomor Induk Mahasiswa
Registration Number : 1301060546

Fakultas/Sekolah
Faculty/School : Ekonomi dan Komunikasi
Economics and Communication

Program
Program : Ilmu Komunikasi
Communication

Program Studi
Major : Ilmu Komunikasi
Communication

Status
Status : Akreditasi BAN berdasarkan SK Badan Akreditasi Nasional Perguruan Tinggi
No. tanggal 01 Januari 1900
Accredited by National University Accreditation Board
No. dated January 01, 1900

Telah lulus jenjang pendidikan Strata Satu (S1) Universitas Bina Nusantara, dan berhak memakai gelar :
Sarjana Ilmu Komunikasi (S.IKom.)

Has passed Bachelor Degree at Bina Nusantara University, and has achieved the degree of:
Sarjana Ilmu Komunikasi (S.IKom.)

Keterangan ini diberikan kepadanya untuk menerangkan bahwa Ijazah asli mahasiswa yang bersangkutan masih dalam proses penyelesaian.

This letter of reference is issued for the student as a proof that the Certificates are being processed accordingly.

Jakarta, 03 Oktober 2013
Bina Nusantara University


4. Prof. Dr. Ir. Harjanto Prabowo, MM
Rector

YSHP/sy



glenn fredly

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