

# Curriculum Vitae



## Personal Data

Name	: Irena Caroline Kurniabudi
Place & Date of Birth	: Solo, 23 <sup>rd</sup> September 1991
Address	: Neo Catalonia CA 10, Nusa Loka, BSD City, Tangerang Selatan
Citizenship	: Indonesian
GPA	: 2,91
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## Education

2009 -2014	Parahyangan Catholic University, Faculty of Law. GPA : 2,91.
2006 -2009	Regina Pacis Surakarta High School. Social.
2003 -2006	Pangudi Luhur Bintang Laut Junior High School.
1997 -2003	Kanisius 2 Elementary School.

## Additional Activities

2012 -2013	Secretary Himpunan Mahasiswa Program Studi Ilmu Hukum.
2012	Staff Liaison Officer of Kompetisi Debat Hukum Nasional Mahkamah Konstitusi Regional V.
2011	Mentoring New Student of Class 2011.
2011	Staff Liaison Officer of Kompetisi Debat Hukum Nasional Piala Soediman Kartohadiprodjo II.
2010 - 2011	Member of Art Division Himpunan Mahasiswa Program Studi Ilmu Hukum.

## Experience

November 2014 - June 2015	Legal Officer at PT Menjangan Sakti
July 2015 - Present	Legal Officer (Corporate Specialist) at PT Sinar Mas Agro Resources and Technology Tbk (PT SMART Tbk)

## Skills

- ✓ Maintain Legal Documents (Notarial Deeds)
- ✓ Drafting Legal Documents (General Meeting of Shareholders, Power of Attorney)
- ✓ Provide Legal Documents

Language : Bahasa, English.

Computer : Microsoft Word, Microsoft Excel,  
Microsoft Power Point, Alfresco.