

Ervina Evaryani Tambun

Personal Data:

Birth : Pintuoloan, April 12, 1982
Marital Status : Single
Gender : Female

Permanent Address:

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Duren Sawit – Jakarta Timur
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Working Summary	<p>I have a substantial background in Marketing, Sales and Promotion. I am currently as a senior sales for a multi-channel media company focusing on Magazine advertising sales, event and sponsorship.</p> <p>Formerly, I have worked in engineering services, and IT company, both roles focusing on Sales and Marketing.</p>
Key Achievement	<ul style="list-style-type: none">• I have posted as database staff/telemarketing for the first time in our magazine. With the good performance in three months.• As a results I have promoted to be sales staff and currently as senior customer relations.• My best achievement since April to December 2014 is hit the target above the 90% from my personal target.• December 2014 to mid of February 2014 break from Phoenix Communications, and back again end of February 2015. And achieve 70% from my personal target for NOW! Jakarta – March issue.• April 2015 success to finish project School Directory 2015/2016 in one month with 120% achievement.
Employment History	<p>1. PT. Phoenix Communications (NOW! Jakarta, NOW! Bali, NOW! Singapore) Telemarketing November 2012 – February 2013, Senior Customer Relations. From March 2013 – September 2015</p> <p>As telemarketing, responsible to build database who fix to be our advertiser and provided email campaign to set a meeting for our sales staff.</p> <p>I also represent the company at networking events such as all the major international chambers of commerce. In addition, I regularly attend press conferences and media gatherings to ensure we maintain a positive relationship with our clients.</p> <p>2. PT. Thorisima Guna Engineering Sales Administration, from August 2011 – 2012</p> <p>Report directly to General Manager, support sales engineering to creating sales document and proposal cooperate with estimator/engineering, generating reports sales related to sales order received and achievement sales. Control delivery order, and processed all sales order and distribute to Production Division and Finance Division. And maintains</p>

	updated records of sales engineering on weekly basis report to GM and Head Quarter in Japan.
Education	<ul style="list-style-type: none"> • Mercu Buana University, Jakarta Major in Public Relations (Degree) 2010 – 2014 • Jember University, East Java Major in Secretary (Diploma) 2001 – 2004
Other Experience	<p>Prior to 2011:</p> <ul style="list-style-type: none"> • PT. Prodata Sistem Teknologi IT solutions company, I was a sales and marketing staff • PT. Trittech Solusi Dinamika IT solutions company, I was a sales and marketing staff • PT. Anugrah Sentosa Informatika Indonesia IT solutions company, I was a secretary to Director and promoted to Sales and Marketing Division as sales staff.
Hobbies and Interest	Sport, Movie
Reference	<p>Ian Denny – Former Director of Sales and Marketing PT. Phoenix Communications landenny99@gmail.com</p> <p>Dian Nunik Windarti – Former Customer Relations Manager PT. Phoenix Communications d.dwiwindarti@gmail.com</p>