



## Irwantto

*Kali Anyar Raya No. 2, Kali Anyar, Tambora*

*Jakarta Barat 11310*

*Mobile : +62 897 9299598 ; Email : [irwanng90@gmail.com](mailto:irwanng90@gmail.com)*

### Personal Particular

Age	: 24 years old	Date of Birth	: 17 June 1990
Nationality/Race	: Indonesian/Chinese	Gender	: Male
Marital Status	: Single	Religion	: Christian

### Educational Background

Highest Educational Level	: Bachelor Degree
Major	: Communication
Last GPA	: 3.45 of 4.00
Name of Institution	: Universitas Bunda Mulia
Location	: Jakarta

### Employment History

Company Name	: <b>PT Powerblock Indonesia</b>
Position	: Finance Staff
Date Started	: 5 September 2014 – 4 December 2014
Job Description	: Maintain relationship with customers and make a monthly report.

Company Name	: <b>PT Salim Ivomas Pratama (Internship)</b>
Position	: Legal Staff
Date Started	: June 2011 – August 2011
Job Description	: Input company's history record and any legal document.

Company Name	: <b>PT Trijata Nusa (Internship)</b>
Position	: Accounting & Finance Staff
Date Started	: May 2009 – July 2009
Job Description	: Input finance data and preparing tax report.

Company Name	: <b>PT Salim Ivomas Pratama (Internship)</b>
Position	: Engineering Admin Staff
Date Started	: May 2008 – July 2008
Job Description	: Input Operational Report and make monthly machine operational report.

## Languages

### Language

Bahasa Indonesia  
English  
Mandarin

### Spoken

Excellent  
Good  
Good

### Written

Excellent  
Excellent  
Good

## Skills

Technical

: Driving motorcycle, Computer Savvy, Media Social, Internet Application, Adobe Photoshop, Adobe Illustrator, Adobe Premiere Pro, Sony Vegas Pro, Photography, Videography, Writing, Typing.

Personality

: Observer, Initiative, Fast-Learner, Honest, Integrity, Artist, Accountable

Sports/Hobbies

: Music, Reading, Writing, Typing, Photo Editing

Organizational

: Organizing, Teamwork, Leading, Responsible, Reliable