

Annisa Ramadhani

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EDUCATION

Sekolah Tinggi Manajemen Informatika dan Komputer Jakarta STI&K

Jakarta, ID

Undergraduate Information Management; Cumulative GPA: 3.81/4.0

Sep 2021 - Present

WORK EXPERIENCE

Sekolah Tinggi Manajemen Informatika dan Komputer Jakarta STI&K

Jakarta, ID

Computer Lab Assistant

Sep 2022 – Present

- Teaching, guiding, and assessing 20+ practitioners in their coding practice
- Assisted instructors with the total of approximately 30 practitioners in answering questions and attempted to resolve repetitive problems in C++, Pascal, MySQL and Microsoft Office.
- Organized and managed Google Classroom as one of the educational platforms used for 20+ practitioners.

New Student Admission Staff

Aug 2023 – Present

- Accepting new student registrations
- Organized and managed administration 100+ new students.

SMAN 52 Jakarta

Jakarta, ID

Instructor of Scout Extracurricular

Jan-Jul 2022

- Teaching and guiding with the total of approximately 8 class in answering questions and attempted to resolve repetitive problems about scout.
- Organized and managed Google Form as one of the educational platforms used for 8 class
- Taking attendance of 250+ students.

Dewa Kembar Enterprise

Jakarta, ID

Freelance of Ticketing

Jul-Sep 2022

- Organized and managed order and sales ticket of bird song contest
- Selling ticket with the total of approximately 500+ ticket

ORGANIZATION EXPERIENCE

Sekolah Tinggi Manajemen Informatika dan Komputer Jakarta STI&K

Jakarta, ID

Secretary of Badan Eksekutif Mahasiswa (BEM)

Des 2022 – Present

- Organized and managed administration like letters, proposals and reports on each activity
- Maintained and monitored a detailed scheduling of the project to the conference day to ensure that all elements were accounted for and working together smoothly.

SKILLS & INTERESTS

Skills: Leadership | Teamwork | Communication | SQL | C++ | Pascal | Delphi | Microsoft Office | HTML | CSS | Javascript | PHP | Python

Interests: Data Analyst, Front End, Back End, Full Stack web