

Ilham Ramadhan

Jakarta, Indonesia | +6281383775965 | ilhamrmdhn2610@gmail.com | [Ilham Ramadhan - LinkedIn](#)

SUMMARY

I'm a student at a private school in West Jakarta with strong leadership and problem-solving skills. I have basic UI/UX knowledge, am proficient in Google Workspace, and have experience with web configuration, maintenance, and network traffic management. I can diagnose and resolve Wide Area Network (WAN) issues and ensure network security. I'm ready to contribute to technology and networking projects.

WORK EXPERIENCE

KPN Plantations - Estate Mill Support Departement

Jakarta, Indonesia

Document Controller - Internship

July 2023 - Desember 2023

- Successfully monitored 18 project vendors, ensuring clear communication and on-time deliverables.
- Managed the inflow and outflow of Inspection Reports (BAP) to ensure proper documentation and compliance.
- Tracked document flow to confirm all necessary approvals were completed on time.
- Created BAP-related documents in SAP with high accuracy.
- Compiled and summarized document data in Excel for efficient reporting and analysis.
- Submitted vendor proposals and maintained effective communication with external partners.
- Created Service Purchase Orders in SAP to streamline procurement.

Visitation Team - SMK Telkom Jakarta

Jakarta, Indonesia

Head Of Team - Part time

January 2022 - Desember 2023

- Led a promotional campaign that brought in seven schools to visit SMK Telkom Jakarta, boosting exposure by 60%.
- Coordinated with faculty and staff to organize seamless visits, with a 98% satisfaction rate from attendees.
- Created promotional materials and presentations to highlight the school's top programs and extracurriculars.
- Managed logistics and schedules for all events, achieving 100% on-time performance.
- Collected feedback from visitors, leading to a 20% improvement in future event planning.

TECHNICAL SKILLS

Computer & Network :

Mikrotik

- Set up a hotspot on Mikrotik devices, enabling wireless connectivity.
- Configured Mikrotik hotspots with access points to extend network range and improve connectivity for end-users.

Cisco

- Designed network topology and configured routers, switches, and PCs to ensure optimal connectivity and network performance.
- Conducted testing within the simulated network to ensure all devices were correctly connected and functioning as expected.

Design :

- Proficient in Figma, Canva, and Photoshop for creating graphic designs and visual content, including marketing materials, presentations, and social media assets.

Office tools :

- Skilled in Google Docs, Google Sheets, and Google Slides for basic documentation, data handling, and presentations.

EDUCATION

SMK Telkom Jakarta

Jakarta, Indonesia

Computer and Network Engineering

2021 - Present

PROJECTS

Network Flow Simulation

February 2024

Designed and simulated network configurations using 1 router, 3 switches, and 12 PCs to assess connectivity

CERTIFICATIONS

Cisco Certified Network Associate

This certificate confirms that the holder has achieved the Cisco CCNA certification.

Certificate: [Cisco CCNA](#)

Issued on June 2023

No expiration date

Desainer Multimedia Muda

This certificate is awarded by the Badan Nasional Sertifikasi Profesi(BNSP)

Certificate: [No. 62090 2166 3 0042290 2022](#)

Issued on december 2023

Expiration date March 2026