MUHAMMAD ADIB MURTADHA
SOFTWARE ARCHITECT

CONTACT

📞 +6281216907993

✉ madibmit@gmail.com

📍 Setiabudi, Jakarta Selatan

🌐 madibmit.github.io

SKILLS

- Project Management
- Public Relations
- Team Leadership
- Time Management
- Critical Thinking
- Effective Communication
- Digital Marketing
- ERP Implementations (Odoo)
- System Administration
- IT Security Management
- Mobile App Development
- Automation Technology
- Data Center Management
- Network Administration
- Web & App Development
- Troubleshooting
- Problem Solving

LANGUAGES

- Indonesia (Native)
- English (Fluent)

EDUCATION

📖 **System Information**
Indonesia Open University
2022 - 2027

📖 **Computer and Network Engineering**
Vocational High School Muhammadiyah 6 Karanganyar
2014- 2017

WORK EXPERIENCE

Sahid Jaya Foundation   DEC 2023 - PRESENT
Software Architect
- Created and coordinated testing plans, including User Acceptance Testing (UAT), to ensure quality control and successful project completion.
- Led the evaluation and planning of future business applications to align with company objectives.
- Conducted internal audits to maintain compliance and improve IT processes.
- Managed VM migration to cloud infrastructure, ensuring seamless transitions.
- Prototyped new IT projects and documented legacy applications for streamlined operations.
- Analyzed and reviewed code written by IT programmers to maintain coding standards.
- Automated backup processes to enhance disaster recovery capabilities.
- Developed SOPs and a knowledge base to improve IT operations, while conducting internal training and knowledge sharing within the IT group.
- Administered the Chinese Language Test (HSK) as part of the foundation's business development program, facilitating international cooperation.
- Developed and integrated various internal systems, including Recognition of Prior Learning (RPL), Helpdesk Ticketing System, Digital Library System, Academic System, Course Platform, Alumni Tracer, API integrations, and the WhatsApp Business Platform.

Surabaya University of Technology   AUG 2020 - OCT 2023
Supervisor IT Management
- Led the design, development, and management of the organization's IT infrastructure, including networks, servers, and security systems.
- Directed the company's overall technology strategy and ensured alignment with business goals through innovative IT solutions.
- Developed and maintained web applications while administering web and server environments, ensuring functionality, performance, user experience, and smooth operations of academic systems.
- Managed the organization's social media presence, driving engagement, content strategy, and online branding.
- Conducted training sessions on Google Workspace for Education while managing and maintaining its environment to ensure security, compliance, and efficiency.
- Provided technical support, troubleshooting, and maintenance for IT equipment, ensuring optimal performance.
- Scheduled and executed system backups, security patches, and updates to protect data integrity and prevent vulnerabilities.
- Led system development and innovation on Linux, Windows Server, and cloud-based platforms to enhance organizational efficiency.

Bakso Tengkleng Mas Bambang   MAR 2019 - JUL 2020
IT Support Specialist
- Responsible for managing and maintaining the accuracy and integrity of data within the Enterprise Resource Planning (ERP) system.
- Oversight of ERP system integration and functionality across departments.
- Providing training and support for users on the ERP system to ensure proper use.
- Leadership in the development, maintenance, and security of the company's IT infrastructure, including network systems, servers, and data centers.
- Management of website and server operations, ensuring performance, security, and uptime.
- Handling procurement, troubleshooting, and maintenance of IT equipment to support business operations.

Bagus Laptop Computer Karanganyar   JUN 2017 - FEB 2019
IT Technician
- Provided comprehensive Laptop and PC repair services, from basic to advanced levels.
- Acted as a Distributor of IT spare parts, ensuring the supply chain for essential components.
- Delivered On-Site technical support for clients, addressing hardware and software issues.
- Managed Product supply and procurement for IT-related equipment.
- Specialized in Sales and Service for Laptops, Computers, Printers, CCTV systems, Fingerprint devices, Projectors, LCD screens, and Networking solutions.