

# MARIA ELISA

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## Career Objective

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A proactive, a high achiever, detail oriented and a meticulous person. Having a high interest towards digital media, tech and entrepreneurship. Extremely motivated to constantly develop my skills and grow professionally

## Higher Education

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Guangdong University of Foreign Studies  
*Advanced Level Chinese Language*

Sep 2015 – June 2016

South China University of Technology  
*Bachelor of Engineering, majoring in Computer Science*

Sep 2011 – July 2015

## Summary of Skills

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- Strong communication, interpersonal, and detail oriented
- Quality writing and editing skills
- Experienced in organization and management
- Expertise in problem solving, strategic planning and analysis
- Multilingual: Indonesian, English & Mandarin
- Coding & Design: HTML, CSS, JavaScript, C++, Java, JSON, MySQL, PHP, Photoshop, Illustrator
- Knowledge: Blogging, Google Analytics, Digital Marketing, E-commerce, Market Research, Analysis, Strategic Planning

## Professional Experience

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Marketing, *PT. Kohyei Indonesia*

March 2017 – Sept 2017

- Working with vendors and suppliers
- Processing orders, quotations (B2B), invoices for client's transactions
- Establishing contacts and coordinating business correspondence and mailing lists
- Creating, identifying potential new clients and maintaining the corporate with clients or customers
- Develop pricing strategies for products to be marketed, keeping the client's budget balanced with firm's needs
- Conducted market research and analyze market, price and product competitor
- Resolve product or service problems by clarifying the customer's complaint

## Achievements

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Guangdong Government Scholarship Outstanding Student, 2014

Leadership Training Course, *South China University of Technology*, May 2013

Spiritual Integrity Motivation, *Consulate General of the Republic of Indonesia in Guangzhou*, July 2016

## Projects

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Restaurant Finder for Android Platform (2014): Built with Android Studio + Android SDK + MySQL

Resume and Portfolio Website (2017): Developed this website using Github and Bootstrap.