

MARIA ELISA

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Career Objective

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

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

- Strong communication, interpersonal, and detail oriented
- Quality writing and editing skills
- Experienced in organization, management, analysis and strategic planning
- 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

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

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

Restaurant Finder for Android Platform (2014): Built with Android Studio + Android SDK + MySQL
mariaelisa25.github.io (2017): Developed resume and portfolio website using Github and Bootstrap.