



Dhiaulfa Thufaila

Bachelor of **Psychology**

I'm an organized person, seeking a challenge that will allow me to develop, grow, and manage more abilities. I do believe in the value of persistence in the creative process.

Personal Details

Place and Date of Birth

Pontianak - October 06, 1996

Currently Live In

Yogyakarta, Indonesia

Skills and Abilities

- Project Management
- Recruitment
- Sales/Marketing
- Financial Management
- Communicate Effectively
- Strong Work Ethic
- Microsoft Office

Personal Interests

- Business
- Music
- Film
- Art

Contact

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Education

Universitas Islam Indonesia, Yogyakarta

2014 - 2019 | Psychology

SMA Negeri 7, Pontianak

2011 - 2014 | Natural Sciences Major

Work Project

2021 - Sales (Marketplace)

Self-Employee

- Managed to sell two cars in a year
- Succeed to sell a house
- Selling Apple Products
- Social media marketing for personal brand

2021 - Psychological Administrator

PT. Swakarya Insan Mandiri Pontianak

(Outsourcing Company based in Jakarta)

- Coordinate with head office
- Preparing PAULI Test for around 20 candidates
- Make reports by marking the PAULI test paper and sent to head office through e-mail and Whatsapp

2019 - Financial Manager and Recruitment

Jatinangor Coffee, Yogyakarta

- Recruitment process
- Interview process (*Background, Interpersonal, Qualification questions*)
- On-Boarding (*Performance*)
- Make an income report weekly and monthly
- Remuneration for 15 employees (*Barista and Kitchen*)

2018 - Event Manager

Family Reunion (70 participants)

- Coordination (*with event chairman, equipment division, and treasurer*)
- Negotiation (*vehicles, lodging, and venues*)
- Dealing for accommodation (*rooms, catering, and procurement of equipment*)
- Approval (*adjusting budget, and location access*)

Certificate

2021 - Certified in English Advanced Level issued by EF TEST
(**C1 Advanced Level**)

2017 - Certified in Human Resources Management organized by
Passion Impact (**as Participant**)