



Noval Fadel Baihaki

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Personal Profile

My name is Noval Fadel Baihaki, I am a graduate of psychology from the Faculty of Psychology UIN Syarif Hidayatullah Jakarta. During college, I was active in various organizations both on and off-campus. I am a person who has high curiosity, high motivation, integrity, and can work together in a team, one of which is in my organization PMII Komfapsi. I am Vice-Chair 2 and lead in field 2.

I have expertise in leading, management, and persuading others. And I'm also good at executing ideas and planning that has been planned. One example is Pyscare, an activity I initiated to celebrate mental health.

Skill and Competency

- Microsoft Office
- Able to operate software related to scoring and psychological analysis: SPSS, Lisrel
- Psychological Test Administration: EPPS, Papi Kostick, Kraepelin
- Human Resource Management
- Event Management
- Able to make financial reports.
- Quantitative research
- Basic payroll process
- HRIS

Soft Skill

- Leadership
- Problem Solving
- Analytical Thinking
- Negotiation
- Interpersonal Communication
- Decision Making
- Time Management
- Teamwork
- Fast Learner
- Adaptation Skill

Work Experiences

Lembaga Psikologi Penjurusan dan Karir (South Tangerang, Indonesia)

Presenter (November 2020)

- Presenting about the UIN Syarif Hidayatullah Jakarta campus to students in each senior high school in JABODETABEK.
- The success of the introduction of UIN Syarif Hidayatullah Jakarta to more than 50 schools in JABODETABEK.

Yayasan Al-Kahfi South Tangerang (South Tangerang, Indonesia)

Construction Supervisor (January 2017)

- Supervise construction in the construction of foundation buildings.
- Procurement of construction material needs.
- Achieved 70% structural completion of the building within 7 months.

PT. Sekawan Pangan Jaya (South Tangerang, Indonesia)

Accounting (January 2015)

- Recording financial statements.
 - Checking sales invoice and purchase invoice.
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Organization Experiences

PMII Komisariat Fakultas Psikologi (South Tangerang, Indonesia)

Vice Chairman 2 (April 2021)

- Responsible for the implementation of programs contained in the political bureau, social media bureau, and religious & social bureau.
- Responsible for communication and bureaucracy between institutions, both internal and external.
- Provide direction and ensure organizational structure and members in the political bureau, social media bureau, and religious & social bureau running according to their respective job descriptions.
- Responsible for the development of Human Resources in the political bureau, social media bureau, and the religious & social bureau

Muda Bersolidaritas (South Tangerang, Indonesia)

Vice Chairman (Agustus 2021)

- Responsible for the implemented program.
- Communicating with external parties when collaborating.

Discussion Community (South Tangerang, Indonesia)

Vice Chairman (Maret 2019)

- Responsible for the discussion programs, seminars and training carried out.
- Responsible for ensuring that each field runs according to the job description.

BEM Fakultas Psikologi (South Tangerang, Indonesia)

Strategic and Action Study Departement Staff (April 2019)

- Analyze and examine psychological and social issues that exist in Indonesia.
- Reviewing the Psychology Profession Bill and the PKS Bill.
- Conducting Mental Health Movement for Psychology Students at UIN Jakarta.

ILMPI Wilayah 2 (DKI Jakarta, Banten, and West Java, Indonesia)

Staff of Regional Development and Assesment Knowledge (Januari 2018)

- Analyze and study psychological and social issues in Indonesia.
 - Organizing Mental Health Student Movement in DKI Jakarta, Banten, and West Java.
 - Establishment of the ILMPI Region 2 scientific data bank (DKI Jakarta, Banten, and West Java).
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Education

UIN Syarif Hidayatullah Jakarta (2017-2021)

S1 Psychology – 3.51 GPA

- Staff of the Student Executive Council's Strategic Studies and Action Department (2019-2020).
- Initiator and concept of the Mental Health Movement (Psycare) Faculty of Psychology, UIN Jakarta.

SMKN 1 South Tangerang (2013-2016)

Accounting

- OSIS SMKN 1 South Tangerang City (2015).
- Deputy Chairperson of the Student Cooperative of SMKN 1 South Tangerang City (2015).
- Marketing Manager of Production Unit (UP) of SMKN 1 South Tangerang City (2014).

Achievement

UIN Syarif Hidayatullah Jakarta (2017 - 2019)

S1 Psychology – 3.51 GPA

- Became the Chief Executive and Responsible for the Introduction to Academic and Student Culture of the Faculty of Psychology in 2019.
- Become an Initiator, Conceptor, and Steering Committee in the 2019 Psychology Faculty Student Mental Health Movement.
- Become the Chief Executive and Person in Charge of Psychological First Aid (PFA) Training at the Faculty of Psychology.

Training & Courses

Mekari University (2021)

- Basic Concept of Human Resources and Payroll Processing

Friedrich Ebert Stiftung & KEMENKO PMK (2021)

- Young Progressive Academy

Kementerian Ketenagakerjaan & BLK Darul Hikmah (2020)

- Basic Graphic Design