



[DEVI SARASATY]

Jakarta, Indonesia • 13 Januari, 1998 • devisarasaty@gmail.com • +6281283777441
linkedin.com/in/devi-sarasaty-b108b9186

SUMMARY

Recent graduate with a degree in management who has grit and agile personality. I like to learn something new, eagerness to improve my skills, and able to adapt quickly.

EDUCATION

2016 - 2020	Brawijaya University Bachelor of Management focused on Human Resources Management. Minor: Financial Management Graduate with GPA: 3.60
2013 - 2016	SMAN 53 Jakarta Major: IPS

WORK EXPERIENCE

July - October 2019 PT Angkasa Pura 1 (Persero)

Human Capital Intern

- Screening resumes and application forms
- Manage the results of employee's assessment for each airport branch
- Administrative support for the Career Management and Human Capital Services Division

ORGANIZATION AND VOLUNTEER

- **Public Relation of Get Ready To Be Wealthy held by BEM FEB UB (2017)**
 - As a liaison officer for guests
 - As a contact person for the event
 - Promoted the event on social media
- **Marketing of Workshop of English Public Speaking held by ICOSH FEB UB (2017)**
 - Responsible for raising funds for the event from sponsorship, business funds, and ticket sales
- **Intern Staff in LPM Indikator FEB UB (2016)**
 - Finishing a group project for making a wall magazine

KEY COMPETENCE AND SKILL

- | | |
|-----------------------|--------------------------------|
| • Analytical Thinking | • Communication skill |
| • Teamwork | • SAP ERP |
| • Time Management | • Microsoft office application |

CERTIFICATION

- SAP University Alliances Program
- Microsoft Office Desktop Application (MS. Word, Ms. Excel, and Ms. Powerpoint)
- TOEFL ITP Score 503