

# Nelly Yusnita Simanjuntak

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## SUMMARY:

My name is Nelly Yusnita Simanjuntak. I completed my bachelor degree in Economics Education from State University of Medan. I have worked as a Freelance Junior Front-end Developer for a year where I am used to details and accuracy, besides that I have also worked as a Marketing Staff for 6 months. I can operate computer especially Microsoft Office well. I am able to work in a team or individually. I am very interested in trying new things to increase my experience, so that it will help me to work better and be able to provide the best service.

## WORK EXPERIENCES:

### ***Junior Front-end Developer, Freelance, (September 2021 – September 2022)***

- ▶ Built a website or landing page using HTML, CSS and JavaScript.
- ▶ Provided website-based digital wedding invitations services using HTML, CSS and JavaScript.

### ***Staff Marketing, Al-Husna Course Padangsidimpuan, (August 2021 – February 2022)***

- ▶ Introduced tutoring services to schools through brochures or directly in front of the class.
- ▶ Optimized the use of social media in promoting tutoring services.
- ▶ Made offer to parent's of prospective student and follow up until a decision is made.
- ▶ Achieved a maximum new student target of 15 students per month.

### ***Business Economy Teacher (Internship), SMKS Taman Siswa Medan, (March 2018 – August 2018)***

- ▶ Taught basic concepts of economics and business using the Contextual Teaching Learning (CTL) method.
- ▶ Facilitated students to increase their knowledge of economic activities in the community.
- ▶ Organized the classroom situation and timing.

## EDUCATION:

- State University of Medan, Economics Education (2015 - 2019), GPA 3.26
- SMA Negeri 3 Padangsidimpuan, Social Science (2011 - 2014)

## ORGANIZATION:

### ■ ***Student Activity Unit – Kristen Protestan (UKM-KP) FE UNIMED, Member, (2017 – 2019)***

- Learned together about spiritual values in life.
- Performed services in several organized events.

### ■ ***Economics Science Discussion Group (KODIE), Member, (2016 – 2018)***

- Discussed the science of economics.
- Promoted the organization to new students.

## COURSE:

- Office Administration, “*Kualifikasi Lengkap untuk Administrasi Perkantoran*”, provided by Kelas Work, 2022.
- Front-end Developer, “*Pelatihan Coding Daring Ready, Set Code! Angkatan II*”, provided by Progate, 2020.
- English, provided by Briton International English School, 2017.

## EXPERTISE AND SKILLS:

- Front-end Developer: HTML, CSS, JavaScript and Bootstrap 5
- Microsoft Excel: Vlookup, Hlookup, Xlookup, If, Pivot Table, Sorting, Filtering
- Microsoft Word
- Microsoft PowerPoint
- Canva
- Google Sheets
- English (passive)
- Fast typing (10 fingers)