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)