

NOVITA FITRIANI

Jakarta, Indonesia | +62 822-97092858 | novitafitriani51@gmail.com | linkedin.com/in/novitafitriani

SUMMARY

A data analyst passionate about learning and making an impact. Skilled in data analysis and visualization using spreadsheets, Python, pandas, and numpy. Familiar with data processing, exploration, and basic machine learning. Proven adaptability and performance at CoLearn. Holds a physics degree and studied data science at DiBimbing.id, enhancing analytical skills. Ready to leverage expertise for strategic insights and business optimization.

EDUCATION

DIBIMBING.ID

Data Science

Jakarta, ID

Des 2023 - Present

- Learn about statistics, data analytics, machine learning, data vizualization, and do project related to the application of science
- Technical Skills : Python, SQL, Tableau, Google Data Studio
- Technical : Hypothesis, Testing, Exporatory, Data Analysis, Data Visualization, Linear Regression, Machine Learning

UNIVERSITAS NEGERI JAKARTA

Bachelor of Science, Physics, 3.53

Jakarta, ID

2015 - 2019

- Participate National Physics Seminar 2019
- Lab Assistant for Fisika Dasar II and Mikoprosesor & Antarmuka, handling assessments
- Interned at LIPI, analyzing humidity and temperature with Davis Instrument

WORKING EXPERIENCES

PRIVAT TUTOR

Math and Science

Jakarta, ID

Aug 2023 - Present

- Provide comprehensive instructional sessions that cover essential concepts in both mathematics and physics, with a focus on building a strong foundational understanding.
- Provide student with a thorough grasp of fundamental principles, fostering a solid base for further exploration and application in these two critical domains of study.

COLEARN

PT IQ Edukasi

Jakarta, ID

Jan 2022 - Aug 2023

Physics QC Correctness Supervisor

- Effectively manage the allocation of Quality Control (QC) tasks to internal staff and external partners
- Analyzed and maintained QC team accuracy below 95%, keeping rejected videos under 20%
- Achieved a sustained 95% accuracy and reduced rejected videos to less than 20% by implementing proactive measures, including routine reminders through personal notes, physics mail, illustration templates
- Lead biweekly coordination meetings for routine QC and tutor activities

Physics QC Correctness Staff

Jan 2021 - Jan 2022

- Conducted 1on1 sessions with solution video creators, presenting detailed outcomes of video corrections
- Collaborated with supervisors to formulate team reminders, enhancing overall project efficiency

Math QC Correctness Intern

Jun 2020 - Jan 2021

- Conduct thorough assessments of mathematical solution videos to ensure accuracy in both concepts and calculations prior to their upload onto the application

COURSEWORK

Basic, Intermediate, Advanced, and Visualization Excel

Oct - Nov 2023

LEARN BYTE

- Understanding and applying features such as dynamic tables, basic formulas, text-to-columns, as well as functions like IF, COUNTIF, and SUMIF, along with additional features such as TextJoin, FlashFill, and functions like LEFT, MID, RIGHT for text manipulation, as well as COUNTIFS and SUMIFS for more complex data analysis.
- Understanding and applying features such as VLOOKUP, HLOOKUP, INDEX & MATCH, lookup functions with LEFT, MID, RIGHT, conditional formatting, and pivot tables in Excel.
- Understanding and using project management tools like checkboxes, data bars, COUNTIF, and COUNTA. Also, effectively using dynamic search tools such as dropdown menus, VLOOKUP, and IFERROR. Lastly, creating dynamic dashboards with pivot charts, slicers, timelines, and report connections.

SKILLS

- **Technical** : Google Suites , Canva, PostgreSQL, Tableau, Google Data Studio, Python
- **Non-technical** : Adaptability, organizational skills, analytical thinking, problem-solving, communication
- **Language** : Bahasa Indonesia (Native), English ((Professional Working Proficiency)