MUHAMMAD PANDU AFFANDI
DOCUMENT CONTROLLER | DRAFTER | IT

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SUMMARY

Last degree Bachelor of FITE, Technology University of Yogyakarta majoring in Informatics with +1 year experience. He is familiar with the world around Document Controller, Pipe Isometric Draws and IT including website developer, database, system analyst, UI/UX Design, Computer Security Method. He is a person who is enthusiastic and loyal to the company, able to work in a team or individually, a fast learner and adaptive in a fast-paced environment, willing to learn new things and highly motivated to participate any opportunity.

EXPERIENCE

PT. SUCOFINDO (Persero) – Cilegon, Indonesia   **Sept 2022 – Now**

Administration UP Suralaya

- Prepair Document, HPL, Drauft Survey from Inspector.
- Release Certification of Weight, Certification of Analysis and Invoices.

PT. SUCOFINDO (Persero) – Cilegon, Indonesia   **Sept 2021 – Mar 2022**

Drafter

Create pipe isometric drawings from handmade drawings and processed into Microsoft Visio and AutoCAD.

PT. SUCOFINDO (Persero) – Cilegon, Indonesia   **Mar 2022 – Apr 2022**

Document Controller

- Create reports and process data from the inspector and drafter consisting of UT thickness, photos and isometric drawings.
- Create daily reports and work progress in the field.
- Processing pipe data to be submitted to the user and inspector.

Kanan Vape Store – Serang, Indonesia   **Apr 2021 – May 2021**

Web Developer

Create, developed and maintenance company profile website.

Pura Raharja Hospital – Yogyakarta, Indonesia (*Internship*)   **Jan 2019 – Aug 2019**

Web Developer

Create, developed and maintenance an information system for employee admissions using the SAW (Simple Additive Weighting) method.

EDUCATION

Bachelor of Informatics – Technology University of Yogyakarta   **(2015 - 2020)**

Cryptography Implementation System for Security Data Text Using the Rivest Shamir Adleman (RSA) Method. GPA: 3.12/4.00

ORGANIZATION

Secretary – Himpunan Mahasiswa Informatika   **Jan - Jun 2017**
- Create and archive outgoing mail.
- Summarize meeting notes.
- Coordinate with every internal element of the organization.
- Assist the daily management performance.
- Responsible to the chairman of the association and deputy chairman of the association.

Public Relations – Pengabdian Masyarakat Teknik Informatika UTY   **May 2017**
Village clean-up activities and distribution of basic necessities

SEMINAR & WORKSHOP

Seminar Mobile Forensics – Yogyakarta, Indonesia   **Feb 2020**
Law enforcement and forensics application development in the digital age.

3D Design and 2D Motion Graphic – Yogyakarta, Indonesia   **Mar 2019**
Training and Certification Based on National Work Competency Standards (SKKNI) in the KOMINFO sector for the young workforce 3D Design and 2D Motion Graphic Schemes.

3D Character Design – Yogyakarta, Indonesia   **Mar 2019**
Competency-Based Training for the young workforce in the field of 3D Character Design expertise.

Pekan Keilmuan – Yogyakarta, Indonesia   **Jan 2019**
Create and develop technology that can be used in the home (Smart Home).

National Seminar Big Data – Yogyakarta, Indonesia   **Dec 2018**
Data Mining & Machine Learning on social media as a source of Big Data.

LANGUAGES

English

Bahasa

SKILLS

- Programming (HTML, JAVASCRIPT, PHP, CSS, C++, C#)
- Framework (Laravel Framework and Bootstrap)
- Database (MySQL, Oracle and Microsoft SQL Server)
- Multimedia (Adobe Photoshop, Adobe XD, Figma, Corel Draw and Blender 3D)
- Microsoft Office (Excel, Power Point, Visio and Word)
- Communication both written or spoken
- Teamwork and Leadership
- Problem Solving