# **PUTRI NURDIANTI**

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## **Work Experiences**

### PT. Borwita Citra Prima - Sidoarjo, Indonesia

Oct 2023 - Present

Logistics Analyst

- · Calculate and create a report for monthly logistics sharing
- · Create a monthly logistics performance dashboard using Google Looker Studio
- · Create a daily logistics performance report using R and Microsoft Excel
- Create a monthly logistics Key Performance Indicators report using Microsoft Excel

### PT. Borwita Citra Prima - Sidoarjo, Indonesia

Feb 2023 - Sep 2023

Human Resources Analyst Intern

- · Create and analyze a dashboard for branch operations assessment tools using Spreadsheet
- Create an HRBP key performance indicators dashboard using Spreadsheet
- · Create automated reports for employee requests, employee ID Card requests, and employee uniform stock using Spreadsheet
- Maintain the progress of employee data updating to ensure data correctness and accuracy
- Make daily employee turnover report for 5 regions
- · Report weekly and monthly Operational Expenses (OPEX) using Microsoft Excel

### Badan Pusat Statistik Kabupaten Sidoarjo - Sidoarjo,

Jun 2022 - Jul 2022

Indonesia

Student Intern

- Entered and validated survey data to ensure data correctness and accuracy
- · Analyzed the economic growth of Sidoarjo in 2022 using Microsoft Excel
- Created Official Statistics News regarding the economic growth of Sidoarjo in 2022

### PT. Inspirasi Mandiri Nusantara - Malang, Indonesia

Oct 2021 - Jan 2022

Social Media Officer

- · Analyzed audience engagement (likes, comments, saves, and shares), and follower gain using Microsoft Excel and Minitab
- Gained nearly 2000 new followers in 3 months
- Made weekly social media report
- Organized 100+ social media content

## **Education Level**

# Institut Teknologi Sepuluh Nopember ⊘ - Surabaya, Indonesia

Aug 2019 - Aug 2023

Bachelor Degree in Statistics, 3.57/4.00

- Relevant coursework: Data Analysis, Data Mining, Exploratory Data Analysis, Regression Analysis
- Elective courses: Accounting, Business Continuity Management, Demographic Studies, Quality Management
- · READI Scholarship and VDMI Scholarship Awardee
- Selected as a participant of Teen-Ideas: Virtual Mobility Program 2020 between Institut Teknologi Sepuluh Nopember and UniMAP Malaysia

# Bitlabs Academy **⊘**

Aug 2022 - Dec 2022

Non Degree in Data Analytics for Business, 87.15/100.00

- · Learned about business analysis and problem-solving, data analysis, and data storytelling
- Analyzed and created a dashboard about the cost-effectiveness of the employee payroll scheme using SQL and Google Data Studio for the final project

## Asia University @ - Taichung, Taiwan

Feb 2021 - Jun 2021

Exchange Student in Psychology and Finance Department

- · Attended Research Methods and Investment Portfolio Analysis class
- Worked on a final project about analysis of Indonesian Consumer Non-Cyclicals Stocks Using CAPM, Fama-French, and PCA Models with R Programming
- Achieved a score of 95/100 for the final project

### Organisational Experience

#### Chairman

- · Led a team consisting of 26 people
- · Built and executed strategic planning
- · Regularly evaluated programs that have been completed and monitored ongoing programs
- Achieved a total performance indicator of 93.54%

### UKM IFLS ITS - Surabaya, Indonesia

Jan 2021 - Dec 2021

### External Affairs Expert Staff

- Built a timeline for one year of management along with the department head
- Supervised the comparative study project team
- Assisted the comparative study project team in making terms of reference for the event

### **Skills and Certification**

- Hard Skills ⊙: Python, R, SQL, Macro Minitab, Microsoft Excel, Microsoft Office, SPSS, Google Looker Studio, Google Spreadsheet, Tableau
- Languages : Native Indonesia, Professional Working Proficiency English