**Curriculum Vitae**

**Personal Details**

Full Name : Rahmat Hidayat

Sex : Male

Place,Date of Birth : Jakarta, August 23, 1992

Nationality : Indonesia

Marital Status : Single Player

Height, Weight : 165 cm, 53 kg

Health : Perfect

Religion : Moeslem

Address : Sumareccon Bekasi 1, Blok DJ No.13, Bekasi 17610

Mobile : 081283029952

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Email : [arwah.gentayangan@gmail.com](mailto:arwah.gentayangan@gmail.com)

**Educational Background**

1999-2004 : At-taqwa Elementary School, Cilacap

2005-2007 : Junior High School No.1, Babelan

2007-2010 : Senior High School No.1, Babelan

2011-2014 : Information and Technology at the University of Gunadarma, Kalimalang

**Course & Education**

2001-2003 : Computer & Internet Course at Puskom Gilland Ganesha, Jakarta

2004-2006 : Gitarist Finger Style Course at Yamaha Music production, Kalimalang

2007-2007 : English Language Course at LBA Gilland Ganesha, Jakarta

**Qualifications**

1. Administration Skills ( Calculation, Inventory Control, Project Data Updating)
2. Computer Literate (MS Word, MS Excel, MS Poewr Point, MS Access, MS outlook)
3. Internet Literate

**Working Experience**

August 2012-Present PT.Tunas Mekas Furniture

Accounting Manager

* Set up the budget for the company’s need
* Save the company’s Cash money
* Arrange the payment of salaries for employees
* Calculate the changes of all company’s assets