

Heri Sunarya S.kom
Jl. Raya Kalibata, Rawajati
Pancoran, Jakarta Selatan 12750
Phone : 08113341703 - 081235024383

To: HR Department

Dear Sir/Madam,

On this good opportunity, I am writing to enquire if you have any vacancies in your company. Herewith I enclose my curriculum vitae, which will give details of my qualification.

I am a Information Technology and graduate from STMIK Indonesia on 2009 with GPA 3.13. I have had extensive vacation work experience in office environments, supply chain, logistic sector, transportation and service industries, giving me varied skills and the ability to work with many different types of people. I can work individual or team.

I am a conscientious person who works hard and pays attention to detail. I have excellent references. I hope my qualifications and experience merit your consideration and look forward to your reply.

Yours sincerely

Heri Sunarya



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CURRICULUM VITAE

Name : Heri Sunarya
Place, Date of birth : Tasikmalaya, 17 March 1985
Address : Jl. F2 no.27 rt/rw 07/010
Cempaka baru, Jakarta Pusat
Jakarta, 11620
Gender : Male
Marital Status : Married
Phone : 08113341703, 081235024383
Email : herisunarya@yahoo.com

EDUCATION

STMIK Indonesia, Jakarta	Information Technology	3.13	2005 - 2009
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WORK EXPERIENCE

JAFRA Cosmetic Indonesia October 2012 - Present	Head of Logistic Department (Operations Management)	<ul style="list-style-type: none">• Responsible for all operational activities, shipping, logistics, warehouse.• The development of the company.• Planning the development of sales and logistics systems.• Manage and monitor imports of goods and customs.• Supply chain management (planner, forecasting)• Management, control and audit Operational and warehouse• SAP Implementation (MM,MRP,PUR, S&D, Query Report)• Conduct intensive monitoring of the expenditure of all operating costs effectively and efficiently• Manage effectively shipping• Meeting with vendor• Controlling import
PT Dharma Putra Trans (DPT)	Manager Operational	<ul style="list-style-type: none">• Engaged in the transportation of Coca Cola.• Responsible for all operational activities of vehicles, delivery and monitoring drivers working time.• Development company

Mei 2011 – August 2012		<ul style="list-style-type: none"> • All activity and schedule planning. • Safety management procedures. • Management, control and audit Operational • Manage Recruitment and Training • Conduct intensive monitoring of the expenditure of all operating costs effectively and efficiently • Meet with new vendors for business cooperation
PT Puninar Jaya (Project Puninar Fuller) September 2009 – Apr 2011	RTSO (Head of Logistic and Transportation)	<ul style="list-style-type: none"> • Engaged in the transportation of fuel SHELL Indonesia. • Responsible for all operational activities of vehicles, delivery and monitoring drivers working time. • All activity and schedule planning. • Safety management procedures. • Management of safety driving school • Manage driving school and Safety work.
PT Makmur Indah Trasindo (MITI) (Project Indocement) Agust 2004 – September 2009	Head Operational	<ul style="list-style-type: none"> • Handle all of the company's operations in both the financial and operational activities in the field monitoring. • Always run the existing system to fix all the performance that is being or will be running. • Audit operational dan warehouse • Monitoring shipping and driver • Manage all activity operational and schedule planning

CERTIFICATE

Name of Certificate	Date	Published by / Name of institution
Workshop Power full Selling and Communication Skill with DISC Behavior	November, 6, 2013	People Enrichment
Competency Diagnosis and Development Planning	March, 12, 2014	DGERT - Direccão-Geral do Emprego e das Relações de Trabalho
Certificate of Attendance (CISCP)	October, 10, 2014	Multimatics
Certified International Supply Chain Professional	December, 1, 2014	PASAS (Purchasing and Supply Association (Singapore)

ADDITIONAL INFORMATION

- English
- Computer literate with Windows and Linux operating system.(Microsoft Office(Word, excel, Access, Power point), and Installation software, and hardware.

- Management driver
- Management operational and cost operational
- Logistic Management
- Warehouse Management
- Export Import Management
- Shipping Management
- SAP Implementation
 - (Module MM, MRP, PUR, S&D)

Miscellaneous:

- IDDC
Had attend training Defensive Driving (For Management training)
- DISC Behavior
Training about Powerful Selling, marketing, communication skill, and leadership with DISC Behavior
- SAP develop bussines process
 - Sales & Distribution
 - Material Master
 - Warehouse management system
 - Purchasing