



Zandra Widyatamaka

📍 Medan, Sumatera Utara

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PROFILE

I am an active 4th semester student in the D3 Informatics Management Study Program at Politeknik Negeri Medan. With organizational experience and being a manager such as secretary and treasurer in several activities, which makes me learn to manage time and be responsible. I like to try new things that are interesting and can improve my skills and add insight, expand relationships and also practice good communication skills.

EDUCATION HISTORY

- **POLITEKNIK NEGERI MEDAN** **08/2022 - Present**
Informatics Management | 3.61 / 4.00
Relevant courses: graphic design, basic information technology, management information systems and web programming.
- **SMA NEGERI 4 MEDAN** **2019 - 2022**
IPA

EXPERIENCE

- **HMPS (Himpunan Mahasiswa Program Studi)** **02/2023 - 03/2024**
Member of Talent Interest Division
 - Being a secretary in one of the activities to take care of all correspondence needs.
 - Became the treasurer of the MUBES activities and was responsible for organizing and making financial reports..
 - Becoming a Public Relations Section where I am in charge of conveying all information and also taking care of cooperation between study programs.

- **Online Headscarf Business**

12/2023 - Present

- Design logos and labels.
 - Managing Instagram social media as a marketing medium.
 - Manage financial records using Microsoft Excel.
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KEAHLIAN

- Pencil UI, UX design.
 - Microsoft Office (Microsoft word, Microsoft Excel, dan Microsoft Power Point).
 - Design with CorelDRAW.
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CERTIFICATE

- HMPS Manajemen Informatics
- MySkill Short Class, Basic Microsoft Excel
- MySkill Short Class, Data Visualization
- Harford Institute, Special Conversation Program