



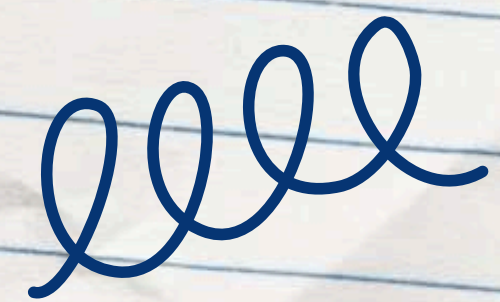
# PORTFOLIO

Zulfa Fitria Lisani, S.P.

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🔗 <https://www.linkedin.com/in/zulfa-fitria-lisani-a4687b223/>





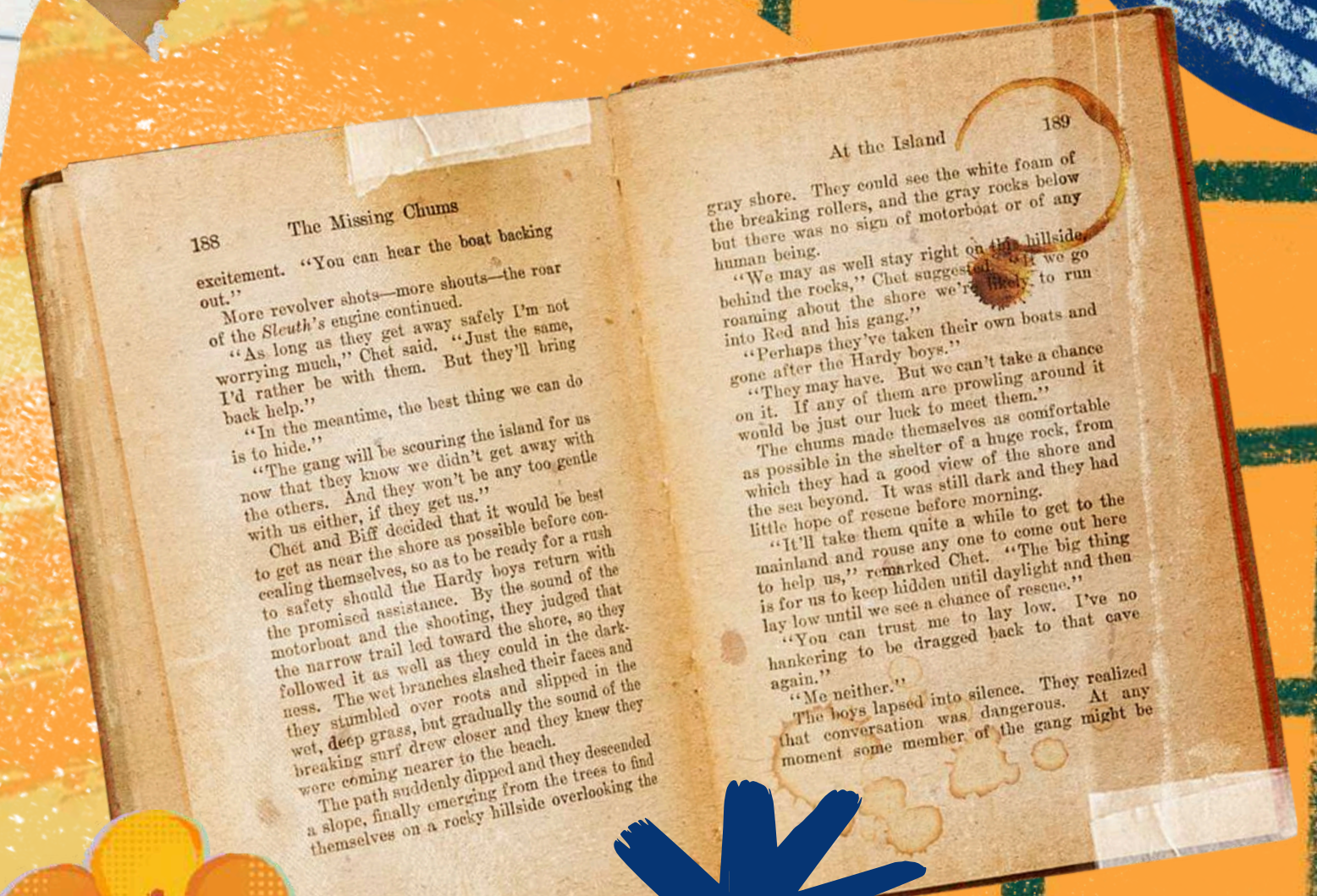
WELCOME





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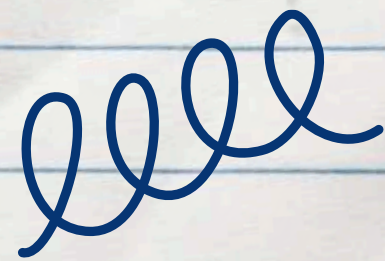


# ABOUT ME

Hi! I'm Zulfa Fitria Lisani, a Plant Protection graduate from Gadjah Mada University (GPA 3.60). I have practical experience in plant quarantine and biodiversity research, as well as assisting fieldwork and data analysis during my practicum. I've also been active in student organizations—handling entrepreneurship, logistics, and secretarial tasks. Skilled in Microsoft Office and administrative work, I'm excited to begin my career in the agricultural sector and open to diverse opportunities where I can grow, contribute, and keep learning.







# EDUCATION

- \* Universitas Gadjah Mada  
2021 – 2025
- \* SMAN 1 Cawas  
2018 – 2021



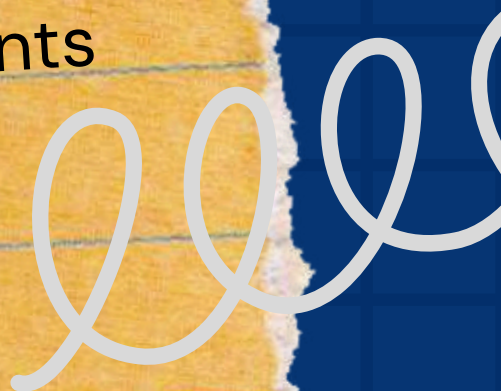
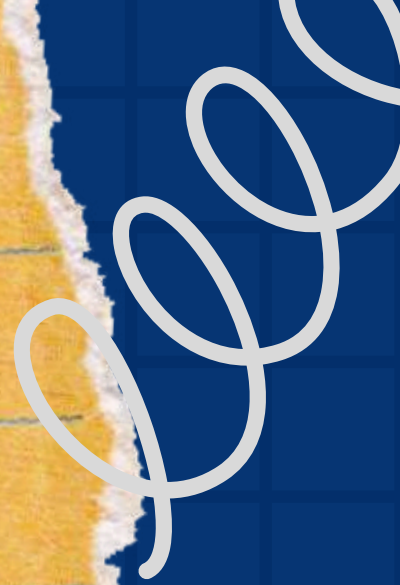


# WORK EXPERIENCE

## Practicum Assistant- Habitat Management,

Agu – Dec 2024

I assisted in habitat management fieldwork and data collection, supported data analysis and report preparation, and helped coordinate communication between students and lecturers.





# WORK EXPERIENCE

Plant Quarantine Intern-  
BBKHIT DKI Jakarta  
Feb- June 2024

I assisted in the inspection and documentation of plant commodities for import and export, supported field and laboratory activities in monitoring quarantine pests, and helped process both administrative and technical quarantine reports.







# ORGANIZATIONAL EXPERIENCE

## UGM & Blassout/ORMADA UGM Klaten (2022-2023)

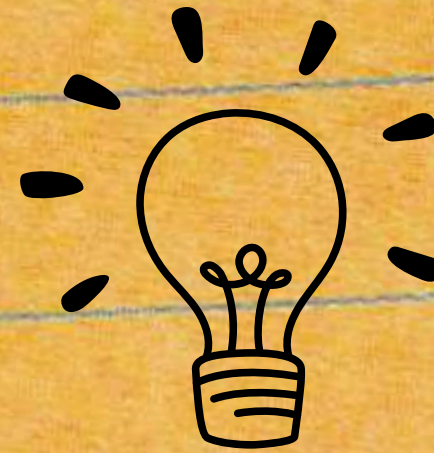


- Managed sponsorships and event partnerships
- Coordinated event logistics and vendor relations
- Supported business & entrepreneurship activities
- Organized mock exams and student communications





# PROJECT



## Biodiversity Monitoring Project

Assisted in installing insect traps and collecting field data in corn plots using microscopes and Excel for biodiversity analysis.

A photograph of a printed table with columns for insect families, counts, and photographs of the collected insects. The table is titled 'Insect Collection Data' and lists various insect families with their corresponding counts and small images of the insects.

Insect Family	Count	Photo
Culicidae	1	
Blattellidae	1	
Scutelleridae	30	
Aleocharidae	1	
Cryptidae	5	
Curculionidae	2	





# SKILLS

## Technical & Research Skills

Pest diagnosis, agro-research, and sustainable farming support.

## Software & Digital Tools

Proficient in Excel (PivotTable, formulas, VBA), Word & PowerPoint for reporting, and Canva for visual content creation.

## Administrative & Coordination

Administrative coordination, stakeholder communication, and efficient documentation.

## Soft Skills

Leadership, teamwork, public speaking, coordination, problem-solving, and TOEFL 537 English proficiency.













# SKILL SUMMARY - MICROSOFT OFFICE

LEVEL: INTERMEDIATE

Microsoft Excel	Microsoft PowerPoint	Microsoft Word
Visualisasi data (grafik & chart)	Desain slide profesional & interaktif	Penyusunan paragraf, format teks
Operasi matematika & statistik dasar	WordArt, font, bullet & numbering	Header-footer, simbol & bullet
Fungsi logika (IF, AND, OR), fungsi teks	Tabel & chart presentasi	Sertifikat & dokumen resmi
VLOOKUP, HLOOKUP, INDEX-MATCH	Transisi & animasi lanjutan	Kunci dokumen & fitur editing
Pivot Table, database Excel	Custom slide show, tombol interaktif	Tabel, find & replace, referensi
Concatenate & laporan dinamis	Insert video/audio, kuis, presenter view	





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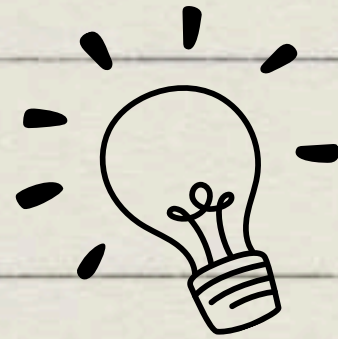
File Home Insert Draw Page Layout Formulas Data Review View Developer Help Power Pivot

Clipboard Font Alignment Number Styles Cells Editing Add-ins New Group

L27

ID	Barang	Harga @	Qty	Total Pendapatan
2	Wedges	Rp 85.000	5	Rp 425.000
3	Sneakers	Rp 120.000	6	Rp 720.000
4	Loafers	Rp 78.000	1	Rp 78.000
5	Flat shoes	Rp 50.000	3	Rp 150.000
6	High heels	Rp 120.000	5	Rp 600.000
7	Wedges	Rp 85.000	8	Rp 680.000
8	Sneakers	Rp 120.000	9	Rp 1.080.000
9	Loafers	Rp 78.000	13	Rp 1.014.000
10	Flat shoes	Rp 50.000	2	Rp 100.000
11	Sneakers	Rp 120.000	6	Rp 720.000
12	Loafers	Rp 78.000	8	Rp 624.000
13	Flat shoes	Rp 50.000	5	Rp 250.000
14	High heels	Rp 120.000	5	Rp 600.000
15	Wedges	Rp 85.000	10	Rp 850.000
16	Wedges	Rp 85.000	12	Rp 1.020.000
17	Sneakers	Rp 120.000	23	Rp 2.760.000
18	Wedges	Rp 85.000	20	Rp 1.700.000
19	Sneakers	Rp 120.000	9	Rp 1.080.000
20	Loafers	Rp 78.000	3	Rp 234.000
21	High heels	Rp 120.000	6	Rp 720.000
22	Wedges	Rp 85.000	7	Rp 595.000
23	Sneakers	Rp 120.000	12	Rp 1.440.000
24	Loafers	Rp 78.000	11	Rp 858.000
25	Flat shoes	Rp 50.000	24	Rp 1.200.000
26	High heels	Rp 120.000	5	Rp 600.000
27	Wedges	Rp 85.000	7	Rp 595.000
28	Sneakers	Rp 120.000	9	Rp 1.080.000
29	Loafers	Rp 78.000	3	Rp 234.000
30	Flat shoes	Rp 50.000	6	Rp 300.000
31	Sneakers	Rp 120.000	9	Rp 1.080.000
32	Loafers	Rp 78.000	12	Rp 936.000
33	Flat shoes	Rp 50.000	2	Rp 100.000
34	High heels	Rp 120.000	12	Rp 1.440.000
35	Wedges	Rp 85.000	13	Rp 1.105.000
36	Wedges	Rp 85.000	14	Rp 1.190.000
37	Sneakers	Rp 120.000	12	Rp 1.440.000
38	Wedges	Rp 85.000	3	Rp 255.000

Tugas 3 soal 1 Tugas 3 soal 2 Tugas 3 soal 3 **Tugas 3 soal 4** Tugas 3 soal 5



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File Home Insert Draw Page Layout Formulas Data Review View Developer Help Power Pivot Picture Format

Clipboard Font Alignment Number Styles Cells Editing Add-ins New Group

Picture 1

Column Labels	Batu Granit	Lemari jati	Meja Belajar	Meja Hias	Grand Total
5	Rp15.000.000			Rp10.000.000	Rp25.000.000
6				Rp5.000.000	Rp5.000.000
7				Rp5.000.000	Rp5.000.000
8	Rp7.500.000				Rp7.500.000
9	Rp7.500.000				Rp7.500.000
10		Rp17.500.000	Rp12.500.000		Rp30.000.000
11			Rp5.000.000		Rp5.000.000
12		Rp5.000.000			Rp5.000.000
13		Rp5.000.000			Rp5.000.000
14		Rp7.500.000			Rp7.500.000
15			Rp7.500.000		Rp7.500.000
16	Rp12.500.000		Rp15.000.000		Rp27.500.000
17	Rp5.000.000				Rp5.000.000
18			Rp7.500.000		Rp7.500.000
19	Rp7.500.000		Rp7.500.000		Rp15.000.000
20	Rp27.500.000	Rp17.500.000	Rp27.500.000	Rp10.000.000	Rp82.500.000

Sum of PENDAPATAN BERSIH

PRODUK

KOTA

SALES

KOTA	PRODUK	SALES
Jakarta	Lemari jati	25000000
Bandung	Meja Hias	18000000
Sumedang	Batu Granit	20000000
Jakarta	Meja Belajar	75000000
Bandung	Batu Granit	50000000
Sumedang	Meja Belajar	120000000
Jakarta	Lemari jati	70000000
Bandung	Meja Hias	50000000
Sumedang	Batu Granit	75000000
Jakarta	Meja Belajar	120000000
Bandung	Batu Granit	70000000
Sumedang	Meja Belajar	50000000
Jakarta	Lemari jati	75000000

Row Labels

Sum of SALES

Jakarta 297500000

Sumedang 265000000

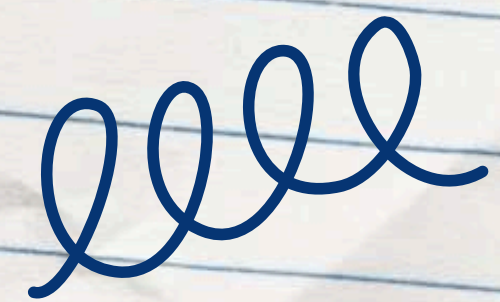
Bandung 143000000

Grand Total 705500000

Soal 1 Soal 2 **Soal 3**

Average: 8291666.667 Count: 21 Sum: 995000000





THANK YOU

