|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Curriculum Vitae | | | | | |  | | |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **PERSONAL DETAILS** | |  |  |  |  |
|  |  |  |  |  |  |
| Name |  | : | | Dewi |  |
| Place and Date of Birth | | : | | Rantau Prapat, 05 Oct 1983 | | |  |  |
| Sex |  | : | | Female |  |  |  |  |
| Address |  | : | | Purimas Residence Blok B6/7, Batam Centre | | | | |
| Mobile |  | : | | 0896-4894-8653 | |  |  |  |
| Email |  | : | | [ciakwok83@gmail.com](mailto:ciakwok83@gmail.com) | | |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **EDUCATION** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| * Finished Primary School (SD Panglima Polem Rantau Prapat) | | | | | | |  |  |
| * Finished Junior Highschool (SMP Panglima Polem Rantau Prapat) | | | | | | | |  |
| * Finished Senior Highschool (SMU Panglima Polem Rantau Prapat) | | | | | | | |  |
|  |  |  |  |  |  |  |  |  |
| **OTHER SKILLS** | |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| * Passive in English | |  |  |  |  |  |  |  |
| * Active in Mandarin | |  |  |  |  |  |  |  |
| * Microsoft Office | |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **EMPLOYMENT** | |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| * 2001 s/d 2003 Cashier at PT. Cakra Adi Dharma, Rantau Prapat | | | | | | |  |  |
| * 2005 s/d 2008 Purchaser & Stock Admin at UD. Sarang Diesel, Medan | | | | | | | |  |
| * 2009 s/d juli 2013 Account Receivable & Admin at PT. Batamitra Sejahtera, Batam | | | | | | | | |
| * 2013 s/d 30 Sept 2018 Senior Sales Admin at PT. Sys-Mac Indonesia, Batam | | | | | | | |  |
|  |  |  |  |  |  |  |  |  |