

CURRICULUM VITAE

I. CONTACT INFORMATION

Name : Saurida Sibarani, S.S
Date of Birth : Simatorkis, 05 April 1993
Gender : Female
Religion : Christian
Height/weight : 160 cm/ 51 Kg
Address : Perum. Bambu Kuning, Bukit Tempayan-
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Cellular : 0823-7086-6826
Marital Status : Not Married
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II. EDUCATION

➤ Formal

Period	School/ Institute	Major
2011 - 2015	Darma Agung University - Medan	English Literature
2008 - 2011	SMK Neg. 1 Siatas Barita - Tarutung	TKJ - Computer
2005 - 2008	SMP Neg. 2 – Garoga	-
1999 - 2005	SD Negeri 175764 Lumban Sianturi - Batunabolon.	-

➤ Non-Formal

1. Feb-May 2016 : Pendidikan Penerbangan, Tadika Puri Airlines, Medan.
2. October 2017 : Training tentang Safety Awareness/ Management System Bandar Udara Internasional Silangit – Gapura Indonesia
3. Nov 2013 : Training to be Successfull Teachers and Entrepreneurs through English, Association of English Teachers (AET)
4. 2012 : Seminar Pendidikan - GMKI Medan
5. 2010 : Training Blog and Web Development - Sopo Partokoan-Tarutung
6. July-Oct 2010 : Pelatihan/Praktek Kerja Industri - CV. Softnet Pratama-Pematang Siantar
7. 2009 : Training of Entrepreneurship - Balai Data Tarutung by LSM Bisukma & Dinas Pendidikan - Tapanuli

III. WORK EXPERIENCE

- Document Controller/ PT. Inspektindo Sinergi Persada (Oct 2019 - Present)
- Ambassador/ Batik Air (Dec 2017 - Juli 2019)
- Ground Handling Staff/ PT. Mitra Angkasa Silangit (August 2016 - Jul 2019)
- Admin Server/ CV. Sofnet Pratama Pematang Siantar (March - Jun 2010)

IV. ORGANIZATIONS

- UKM-BKS Pelmakris UDA Medan
 - Coordinator (2013-2014)
 - Secretary (2012-2013)
 - Member of Commission UKM (2011-2012)

V. SKILLS

- Computer Literacy and Data Entry
- Clerical Skills and File Archiving
- Public Speaking and Creative Problem Solving
- Teamwork and Team Building
- Email Organizing
- Gallery Administration
- Interpersonal Skills and Communication
- Safety Management Systems (have Certificates)