






PROFILE

 Bekasi, September 30, 2000

 +62 877 3009 2000

 melisapm@gmail.com

 Tiban Riau Bertuah II, Batam,
Kepulauan Riau

SKILLS

Able to operate computers, use Ms. Word, Ms. PowerPoint, and Ms. Excel.

Able to communicate and work with teams. Understand English for work needs.

QR Code WhatsApp



MELISA

SEPTIANA PAULIN MALAU

ORGANIZATIONAL EXPERIENCE

2019 – 2020 **Coordinator of English Class Division
POLIBATAM ENGLISH CLUB (PEC)**
Responsible for managing English classes such as making appointment with the speakers, do a scheduling, and preparing learning materials.

2020 – 2021 **Coordinator of Human Resources and
Internal Affairs Division
POLIBATAM ENGLISH CLUB (PEC)**
Responsible for maintaining good relations among all members, organizing evaluation meetings, and leading PEC regeneration program for freshmen.

VOLUNTEER EXPERIENCE

2020 **Session Co-Chair
THE 3RD INTERNATIONAL CONFERENCE
ON APPLIED ENGINEERING (ICAE)**
Responsible for managing the virtual session such as opening the virtual room, greeting foreign speakers and audience, screen sharing, recording, and do other technical requirements using Cisco Webex.

ACHIEVEMENT

2018 **Second Runner Up of Speech Contest
BATAM POLYTECHNIC ENGLISH OLYMPIC**

EDUCATION

**2018 –
PRESENT** **BATAM STATE POLYTECHNIC**
D4 Managerial Accounting
GPA: 3,95 (Up to 5th Semester)

2015 – 2018 **SAINT JOSEPH SENIOR HIGH SCHOOL,
EAST JAKARTA**
Major in Social Science

LAPORAN KEMAJUAN AKADEMIK

Nama Mahasiswa : MELISA SEPTIANA PAULIN MALAU
NIM : 4111801040
TEMPAT/TANGGAL LAHIR : BEKASI, 30 September 2000
JURUSAN : MANAJEMEN BISNIS
PROGRAM STUDI : D4 - AKUNTANSI MANAJERIAL

KODE MATA KULIAH	NAMA MATA KULIAH	S K S	NILAI		SKS BOBOT	KODE MATA KULIAH	NAMA MATA KULIAH	S K S	NILAI		SKS BOBOT
			HURUF	BOBOT					HURUF	BOBOT	
SEMESTER 1						SEMESTER 4					
AM001	AKUNTANSI KEUANGAN DASAR I	5	A	4	20	AM013	AKUNTANSI KEUANGAN LANJUTAN	5	A	4	20
AM002	APLIKASI KOMPUTER AKUNTANSI	2	A-	3.7	7.4	AM014	AKUNTANSI MANAJEMEN I	5	A	4	20
AM003	BAHASA INGGRIS BISNIS I	3	A-	3.7	11.1	AM015	MANAJEMEN KUANTITATIF OPERASI	3	A	4	12
MKU001AM	OLAH RAGA	1	A	4	4	AM017	AUDITING	5	A	4	20
MPK001AM	AGAMA	2	A	4	8	AM018	MANAJEMEN STRATEGIK	4	A-	3.7	14.8
MPK002AM	PANCASILA	2	A	4	8	SEMESTER 5					
MPK003AM	KEWARGANEGARAAN	2	A	4	8	AM012	AKUNTANSI PERANGKAT: SAP FUNDAMENTAL	3	A	4	12
SEMESTER 2						AM019	AKUNTANSI MANAJEMEN II	5	A	4	20
AM004	AKUNTANSI KEUANGAN DASAR II	5	A	4	20	AM020	ANALISIS LAPORAN KEUANGAN	4	A	4	16
AM005	PERPAJAKAN I	4	A	4	16	AM021	SISTEM PENGENDALIAN MANAJEMEN	4	A	4	16
AM006	BAHASA INGGRIS BISNIS II	3	A	4	12	MKU002AM	BAHASA INGGRIS I	3	A	4	12
AM007	SISTEM INFORMASI AKUNTANSI	3	A	4	12						
MPK004AM	BAHASA INDONESIA	2	A	4	8			95			374,9
SEMESTER 3											
AM008	AKUNTANSI KEUANGAN MENENGAH	5	A	4	20						
AM009	AKUNTANSI BIAYA	5	A-	3.7	18.5						
AM010	PERPAJAKAN II	4	A	4	16						
AM011	SISTEM INFORMASI MANAJEMEN	3	A	4	12						
AM016	KEWIRAUSAHAAN	3	A-	3.7	11.1						

Indeks Prestasi : 3.95

Keterangan
3.75 - 4.00 : Cum Laude
3.51 - 3.74 : Sangat Memuaskan
2.76 - 3.50 : Memuaskan
2.00 - 2.75 : Cukup
0.00 - 1.99 : Tidak Lulus

