

NISHFUL OKTA RIANTO

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Kudus Regency, Central Java, Indonesia 59349

SUMMARY

I am a fresh graduate from psychology, Brawijaya University, with “very satisfactory” predicate. I always grow adaptively and flexibly, so I have some experiences in the field of administration, graphic design, and tutoring.

EDUCATIONS

Language Center

English Master Plus, TOEFL: 543 of 677

Kediri | 02/2024 – 08/2024

Universitas Brawijaya

Bachelor of Psychology, GPA: 3.37 of 4.00

Malang | 08/2019 – 08/2023

SKILLS

Hard skills : Psychological assessment, end to end recruitment, job analysis, peer counseling

Soft skills : Teamwork, problem solving, analytical thinking, high adaptability, high agility

Computer : Microsoft office, Google workspace, graphic design

PROFESSIONAL EXPERIENCES

CV Geosoftwin

Data Entry | Kudus | 09/2024 – 10/2024

- Digitize physical information of “Land Book” into the KKP (Komputerisasi Kantor Pertanahan) system
- Ensure the completeness and accuracy of information in the KKP system based on physical documents

Smartpedia

Course Tutor | Kudus | 09/2023 – 12/2023

- Helped elementary pupils to enhance their understanding of the school materials

Rakamin

Freelance Affiliator | Online | 07/2024 – 08/2024

- Succeeded in gathering research respondents based on company’s need
- Became an intermediary between respondents and company’s PIC

Freelance Item Writer | Online | 01/2023 – 02/2023

- Succeeded in creating ~500 assessment item variations according to Bloom’s Taxonomy within 3 weeks

ORGANIZATION & COMMITTEE EXPERIENCES

Badan Riset Ilmu Sosial FISIP UB

Student Resource Development Staff | Online | 03/2021 – 12/2021

- Contributed in the recruitment and evaluation of member’s performance
- Succeeded in executing member’s aspirations, delivering their potentials, and mediating the conflict

Pengenalan Kehidupan Kampus Mahasiswa Baru FISIP UB

Facilitator Staff | Online | 08/2020 – 02/2021

- Succeeded in assisting and guiding new students for knowing faculty’s culture
- Performed the examination and score recapitulation of new student assignments

Dewan Perwakilan Mahasiswa FISIP UB

Legislative Affairs Staff | Malang | 02/2020 – 02/2021

- Actively engaged in discussing, changing, and improving some law products that would be applied in all of student organizations in the faculty

Pemilihan Mahasiswa FISIP UB

Administration Staff | Malang | 10/2019 – 11/2019

- Organized both executive and legislative candidate file administrations
- Performed recording and recapitulation of the attendance from both committee and candidate