Ibnu Ismail Alparaq

Pabuaran Tumpeng

RT 02/04, Kec. Karawaci – Tangerang

085822087758

inu.elparaq@gmail.com

Tangerang, May 5th2015

Attention To:

HRD Manager

Tangerang

Dear Sir/Madam,

Following up the information that I received about the vacancy in your company. I would like to have a challenge and be a part of your company.

My name is Ibnu Ismail Alparaq, I am twenty-two years old. I recently obtained my degree from Pamulang University in English literature. I having skill in English, both written and spoken and also operating computer.

Herewith, as an enclosure I give my curriculum vitae, Certificate of Scholar, Citizen Card, and a recent photograph of mine.

I look forward to meeting you and encouraged to be interviewed soon. I can be reached at the above phone number. Finally, i greatly appreciate your consideration.

Sincerely yours,

Ibnu Ismail Alparaq

**CURRICULUM VITAE**

**Personal Details** Full Name : Ibnu Ismail Alparaq.

Place of Birth : Tangerang – Indonesia

Date of Birth : January 10th 1993.

Address : Pabuaran Tumpeng RT 02 RW 04 Kec Karawaci, Tangerang-Banten.

E-Mail : inu.elparaq@gmail.com.

Nationality : Indonesian

Phone : +6285822087758

Height : 170cm

Religion : Moslem

Marital Status : Single

**Education** 2010-2014 : Pamulang University faculty of letter (English Literature) Pamulang Tangsel.

2007-2010 : SMK Sasmita Jaya 2, Pamulang Tangsel.

2004 - 2007 : MTs. Fathul Ib’ad, Tangerang

1998 - 2004 : SDN PabuaranTumpeng 3, Tangerang th

**Languages** 1. Indonesian (active)

2. English both spoken & written

**Organization Experiences** 1. Himpunan Mahasiswa Sastra, February 2011- October 2012 as Human Sources .

2. Himpunan Mahasiswa Islam (HMI), August 2012 - June 2013 as Treasurer.

3. Mahasiswa Pencinta Alam (Mapala) Archa Buana, October 2012-September 2013, as Human Sources .

**Core Competencies** 1. Proficient in computer software programs such as: Ms.Word, Ms.Exel, Internet, Email, etc.

2. Hardware and Software computer installation.

3. Have a good leadership skill.

**Expected Salary** 3000.000 IDR – 4000.000 IDR