**RESUME**

**Tiwi Noviyanti**

E: [noviyantiwi@gmail.com](mailto:noviyantiwi@gmail.com) | M: +6289678696090 | B: Jakarta, 23rd October 1995 | Masjid Darul Fallah Street no.36 Jakarta Selatan 12260 |

**Personal Statement**

Fast and eager to learn. Work effectively both as team and independently. Responsible and organized. Able to work under pressure and deadline. Young and energetic.

**Core Competencies**

English-Indonesian Translation | English for Tourism | Intensive Reading | Essay Writing | Conversation for Specific Purposes | Listening for Specific Purposes

**EDUCATION**

* Strata one (S1) of English Language major—Nusa Mandiri

Expected graduated November 2017

GPA 3.58/4.00

* Diploma three (D3) of English Literature major—Bina Sarana Informatika

Expected graduated November 2016

GPA 3.66/4.00

**WORK AND ORGANIZATION**

2015-Present Volunteer WWF (World Wide Fund for nature) Panda Mobile Team

* Giving explanation to public about conservation
* Presentating public about how to do 3R (Recycle, Reduce, Reuse)

Sep-Okt 2015 English teacher intern – SDN Gunung 03 Pagi

* Taught English for fourth grade students about self introduction, cardinal and ordinal number, single and plural, pronoun, and hobbies
* Monitored and evaluated the students through mid-term test

**ACHIEVEMENT**

2013 The highest score for English Try Outat Kartika X-2 High School Jakarta

**PROFESSIONAL SKILLS**

* English and Indonesia (written or oral)
* Scanning, intensive, and extensive reading
* Event organization experience
* Microsoft office (word, excel, power point)
* E-mail handling