# CURRICULUM VITAE

## PERSONAL INFORMATION

|  |  |  |  |
| --- | --- | --- | --- |
| Name | : | Zilfahmiati | C:\Users\BISDEV-2\Downloads\Path 2014-11-28 11_38.jpg |
| Date of Birth | : | July 26, 1987 |
| Marital Status | : | Single |
| Phone Number | : | 0852 – 2145 - 7700 |
| Email Adress | : | [zilfahmiati@gmail.com](mailto:zilfahmiati@gmail.com) |
| Adress | : | Jl. Karet Belakang 1 No.26, Setiabudi, Jaksel 12920 |

## EDUCATIONAL BACKGROUND

|  |  |  |
| --- | --- | --- |
| Master Degree | : | Chemical Engineering, Bandung Institute of Technology  GPA 3.54 |
| Bachelor Degree | : | Microbiology, Bandung Institute of Technology  GPA 3.08 |

## WORK EXPERIENCE

|  |  |
| --- | --- |
| Oct 2012 – Now | PT Pasadena Engineering Indonesia as Project Controller |

**Job Description :**

1. Assist Project Manager to produce prequisistion project planning (PMBoK)
2. Assist Project Manager in preparation Work Breakdown Structure (WBS)
3. Assist Project Manager to produce schedule project
4. Assist Project Manager in preparation Cost Breakdown Structure (CBS)
5. Assist Project Manager to produce cash flow
6. Control Progress between Actual and Plan Periodically / Updating S-Curve
7. Assuring Cost Control for both contract (owner) and barecost (internal cost) / Updating Project Margin
8. Coordinating with Administration, Finance, Legal, HRD, Engineering, Procurement, Doc. Control, Site Manager regarding progress project.
9. Correspondence with Client/Owner about scope of work and billing process
10. Updating Daily, Weekly and Monthly Status Report

**Project Experience :**

|  |  |  |
| --- | --- | --- |
| **No** | **Project Name** | **Client** |
| 1 | EPC and Commissioning Biogas Power Plant in Rokan Hulu, Riau | ESDM |
| 2 | EPC and Commissioning Biogas Power Plant in Pagar Merbau, North Sumatera | ESDM |
| 3 | Biogas Electrical | PT Smart Tbk |
| 4 | Feasibility study of Bioavtur Technology | ESDM |
| 5 | Feasibility study of Biofuel : Second Generation | ESDM |
| 6 | Front End Engineering Design of Biogas Power Plant | ESDM |

## SKILL

|  |  |  |
| --- | --- | --- |
| Excellent | : | Ms. Word, Power Point, Excel |
| Good | : | Primavera P.6 (for Schedule) |
| Beginner | : | Ms. Project |

## TRAINING

|  |  |  |
| --- | --- | --- |
| Software | : | Primavera Project Management |
| Course | : | Project Management |