**Curriculum Vitae**

**Personal Identity**

Name : Apriliani Gita Fitria

Nickname : Gita

Birth Date : April 24, 1990

Address : Jl. Pulau Bintan No. 13, Komplek TNI AL Kodamar III, Kelapa Gading-North Jakarta 14240

Mobile Number : 085710425080

Email : [aprilianigita@gmail.com](mailto:aprilianigita@gmail.com)

Hobbies : Reading, travelling, listening radio, and watching

Personality : Active, dynamic, sociable, ambitious and well organized

**Formal Educations**

2008-2012 International Relations Department, Faculty of Political and Social Science, University of Prof. Dr. Moestopo (Beragama), Jakarta, GPA 3.54 (Cum Laude)

**Informal Educations**

2010-2014 Kahfi BBC Motivator School, Bintaro. KAHFI is a high school equivalent of D3 that concentrates on Communication Science, Public Speaking, Media (Graphic Design, Photography, Radio, Film Production) and Hypnosis.

* 1. Lembaga Bahasa & Pendidikan Profesional LIA, Jakarta

2004-2007 Creative English Course (CEC), Tangerang

* 1. Excellent English Course, Tangerang

**Honors and Awards**

2010 Chief Delegation of University of Prof. Dr. Moestopo (Beragama) in National Congress of International Relations Students of Indonesia in Universitas Negeri Jember, Jember, East Java.

1. 2nd Winner of English Speech Presentation Contest, Daar El-Qolam Islamic Boarding School
2. 1st Winner of Presenter Contest, Daar El-Qolam Islamic Boarding School

2005 2nd Winner of English News Reading Contest, Daar El-Qolam Islamic Boarding School, 2005

**Working Experiences**

Period : May 2015-present

Position : Business Development

Company : PT Gratyo Practical Business Advisor

Main Job :

* Seeking new clients with formulated sales strategies
* Maintain relations with clients in sales funnel
* Connecting with clients by phone, email and face to face

Period : April 2013-July 2014

Position : Reporter

Company : PT Tempo Inti Media

Main Job :

* Reporting news
* Researching some issues to produce news
* Interviewing speakers related to cases

Period : October-December 2012

Position : Administration staff

Company : PT Amcor Flexibles Indonesia

Main Job :

* Managing in-out data
* Translating reports in Indonesia to English and English to Indonesia
* Correspondence with internal and external contacts
* Publishing bulletin (as reporter and layout designer)
* Controlling and monitoring projects of departement

**Organizational Experiences**

2011- 2012 Secretary General of Association of International Relations Students, University of Prof. Dr. Moestopo (Beragama)

2011- 2012 Head of Human Resource Department of Islamic Students Studies Center, University of Prof. Dr. Moestopo (Beragama)

* 1. Head of Communication Network Department of Association of International Relations Students, University of Prof. Dr. Moestopo (Beragama)

2010 Temporary President of Islamic Students Studies Center, University of Prof. Dr. Moestopo (Beragama)

* 1. Member of Human Resource Department of Association of International Relations Students, University of Prof. Dr. Moestopo (Beragama)
  2. Member of Human Resource Departement of Islamic Students Studies Center, University of Prof. Dr. Moestopo (Beragama)
  3. Head of Language Departement of ISA (Islamic Students Association), Daar El-Qolam Islamic Boarding School
  4. Head of Creative English Community, Daar El-Qolam Islamic Boarding School

**Skills**

Computer : Microsoft Word, Excel, Power Point, Internet

Others : Writing, Selling and Public Speaking