

 **CURICULUM VITAE**

Name : Silviani Sabita

Adress : Jln Sawo No 18 Margonda, Depok, West Java.

PERSONAL INFORMATION

Mobile Number : +6285645717121/ +6287856405293

Email : silviani.sabita@yahoo.com

Sex : Female

Date of birth : 18/01/1992

PERSONAL STATEMENT

a woman with strong communication, confident, and organizational skill. Know how to work on team and by myself and able to work under pressure.

2010 – 2014 : Majored Russian Literature in Universitas Indonesia with GPA 3.39

EDUCATIONAL BACKGROUND

2007 - 2010 : SMAN 2 Jombang

2004 - 2007 : SMPN 2 Jombang

1998 – 2004 : SDN Kepanjen 2 Jombang

1996 - 1998 : TK Pertiwi Jombang

2008 – 2009 : Prasmajo as main Komisaris in Senior High school

2011 : PSA MABIM FIB UI 2011 (Orientation in Faculty of FIB UI) 2010 as a staff event

2011 : BAKSOS (Charity) FIB UI 2011 as a staff event

2011 : IMUIJO (Group of Kinship of student who’s studying at University of Indonesia from Jombang, East Java) as a leader

ORGANIZATION EXPERIENCES

2011 – now : Member of UI Hangugo Dongari (Group of Indonesian and Korean students studied at University of Indonesia,who gathered and learning about each other language and culture)

2011 – now : IKASSLAV (Group of Kinship of Slavic Literature) as a member

2012 : Russian Festival as a Publication staff

2012 : DPM FIB UI - PSDM (Human Relation Development) as a staff

2013 : DPM FIB UI – PSDM (Human Relation Development) as a leader

**LANGUAGE**

|  |  |  |  |
| --- | --- | --- | --- |
| Language | Understanding | Speaking | Writing |
| Listening | Reading | Interaction | Production |
| English | C2 | C2 | C2 | C2 | C2 |
| Russian | B2 | C2 | B2 | B2 | B1 |
| Korean | C1 | C1 | C1 | C1 | B2 |
| Italian | A2 | B2 | A2 | A2 | A2 |

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user Common European Framework of Reference for Languages

**COMMUNICATION SKILLS** :

PERSONAL SKILLS

Good communication skills gained through my experiences as a part of some organization.

Excellent contact skill with new person gained through my experiences joined in some organizations.

**JOB RELATED SKILLS** :

• Excellent explanation skill (as a leader, I had to explain as clear as possible to my staffs)

• Confident (as a part of dance group and a former singer, I love to be a limelight)

• Good public speaker

• Good at learning new languages (I have studied more than 4 languages up until now)

**Organisational / managerial skills**:

• Leaderships : as I ever be a leader in some organizations

• Good-team leading skills

• Good organisational skills

Driving licence : C