MUHAMMAD HAFIZ FURQON
Jalan Asri No. 36 Halim Perdanakusuma,
East Jakarta, 13610
0815 – 8684 – 1798
mhafiz121290@gmail.com

Personal Details

Full Name	: Muhammad Hafiz Furqon
Place and Date of Birth	: Jakarta, 12 December 1990
Sex	: Male
Home Address	: Jalan Asri No. 36, Halim Perdanakusuma, East Jakarta 13610
Phone Number	: 0815-8684-1798
Email	: mhafiz121290@gmail.com
Marital Status	: Single
Nationality	: Indonesian

Summary:
A reliable and experienced English translator with more than 3 years of experience. Focusing on providing high quality translations in quick time to meet tight deadlines. Having high determination to learn something new and capable of doing other tasks which need high accuracy and precision besides translation, such as data entry, administration, and writing articles either individually or in groups.

Experience:

Dec 2013 – Mar 2016 **PT Imani Prima** South Jakarta
English Translator

- Translating corporate agreements and minutes of shareholder meetings from Indonesian to English and vice versa.
- Translating news in IT field from Indonesian to English for Imani Prima's website (imaniprima.com).
- Translating news in political, maritime, and economic fields from Indonesian to English and uploading it to AIM Services' website (aim-services.co.id).
- Translating news in maritime, investment, and mining fields from Indonesian to English (vice versa) and uploading it to Nusantara Maritime News (NMN)'s website (maritimenews.id).
- Writing maritime lifestyle articles, translating it from Indonesian to English, and uploading it to NMN's website (maritimenews.id).
- Translating website from Indonesian to English for Jaladara (jaladara.com).
- Writing and translating contents from Indonesian to English as well as uploading it to Jaladara's blog (blog.jaladara.com).
- Content marketing for Jaladara.

Jun 2016 – Jul 2016	**MPG Media Publishing** **Junior Editor**	Central Jakarta

- Translating articles about hardware from English to Indonesian for Hardware Magazine (magazine).
- Translating news about hardware from English to Indonesian for Hardware Zone (website).

Jul 2016 – Aug 2016	**WIDJOJO CS** **English Translator**	South Jakarta

- Translating invention documents in Intellectual Property Right field from English to Indonesian.

Apr 2016 – now	**Jakarta International Translation Services (JITS)** **Freelance English Translator**	South Jakarta

- Translating agreements, regulations, and manuals in various fields from English to Indonesian or vice versa.

Oct 2016 – now	**Gift Card Indonesia** **Freelance English Translator**	South Jakarta

- Translating articles about gift cards from English to Indonesian to promote the use of gift cards as rewards in companies and organizations.

Education:

2008 – 2013	**State University of Jakarta** **English Language and Literature** (Bachelor Degree, GPA: 3.42)	East Jakarta

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Additional:

- English Proficiency Test (EPT) Certificate from LBPP LIA (score: 595)
- Familiar with Microsoft Word, Excel, and Power Point
- Fluent in written and spoken English
- Subtitling and proofreading
- Enthusiasm in writing articles
- Possessing Trusted Freelancer status in Sribulancer.com (https://www.sribulancer.com/en/users/hafiz90)

Citizen ID Card

PROVINSI DKI JAKARTA
JAKARTA TIMUR

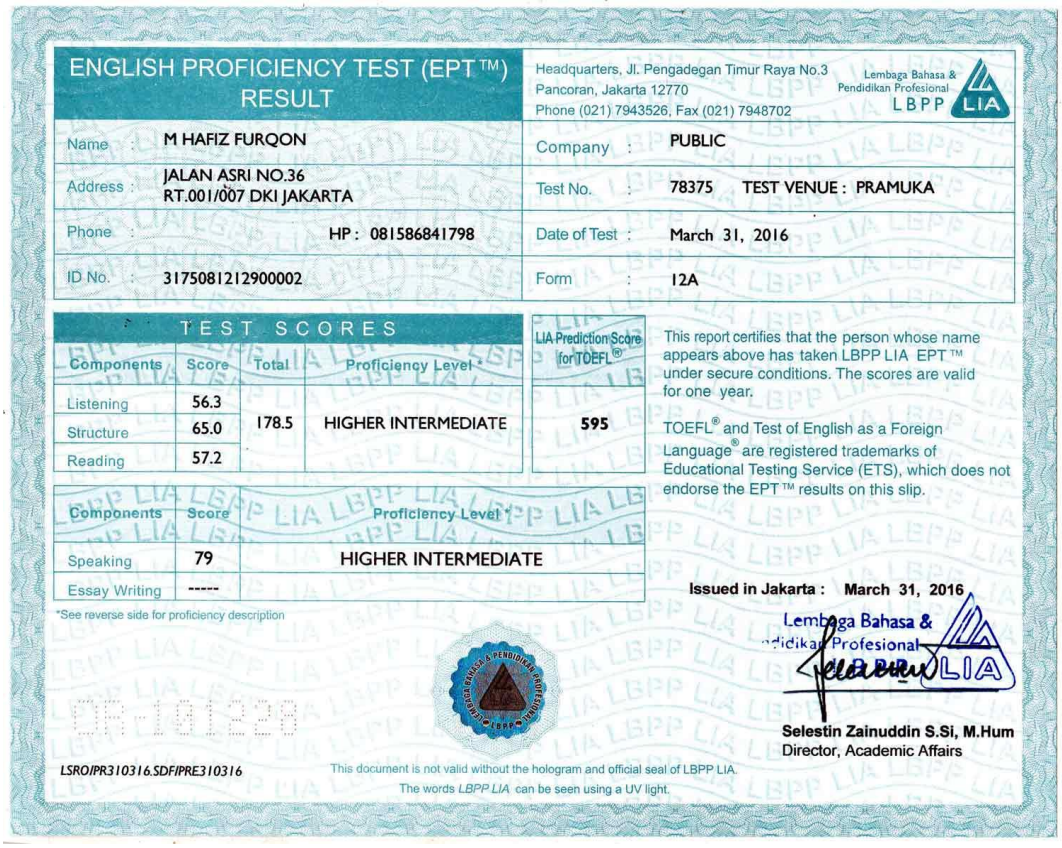
NIK : 3175081212900002

Nama : MUHAMMAD HAFIZ FURQON
Tempat/Tgl Lahir : JAKARTA, 12-12-1990
Jenis Kelamin : LAKI-LAKI Gol Darah :
Alamat : JL. ASRI NO.36
RT/RW : 001 / 007
Kel/Desa : HALIM PERDANA KUSUMAH
Kecamatan : MAKASAR
Agama : ISLAM
Status Perkawinan : BELUM KAWIN
Pekerjaan : PELAJAR/MAHASISWA
Kewarganegaraan : WNI
Berlaku Hingga : 12-12-2017

JAKARTA TIMUR
12-06-2012

Latest Photo

EPT Test Result



ENGLISH PROFICIENCY TEST (EPT™) RESULT

Headquarters, Jl. Pengadegan Timur Raya No.3
Pancoran, Jakarta 12770
Phone (021) 7943526, Fax (021) 7948702

Lembaga Bahasa & Pendidikan Profesional LBPP LIA

Name	: M HAFIZ FURQON	Company	: PUBLIC
Address	: JALAN ASRI NO.36 RT.001/007 DKI JAKARTA	Test No.	: 78375 TEST VENUE : PRAMUKA
Phone	: HP : 081586841798	Date of Test	: March 31, 2016
ID No.	: 3175081212900002	Form	: 12A

TEST SCORES

Components	Score	Total	Proficiency Level *	LIA Prediction Score for TOEFL®
Listening	56.3			
Structure	65.0	178.5	HIGHER INTERMEDIATE	595
Reading	57.2			

Components	Score	Proficiency Level *
Speaking	79	HIGHER INTERMEDIATE
Essay Writing	-----	

*See reverse side for proficiency description

This report certifies that the person whose name appears above has taken LBPP LIA EPT™ under secure conditions. The scores are valid for one year.

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Issued in Jakarta : March 31, 2016

Lembaga Bahasa & Pendidikan Profesional LBPP LIA

Selestin Zainuddin S.Si, M.Hum
Director, Academic Affairs

08-101228

LSRO/PR310316.SDF/PRE310316

This document is not valid without the hologram and official seal of LBPP LIA.
The words LBPP LIA can be seen using a UV light.

Degree Certificate

No. : 2225130123

NC. 0092530

KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN

UNIVERSITAS NEGERI JAKARTA

Atas berkat rakhmat Allah Yang Maha Kuasa,
Universitas Negeri Jakarta
menyatakan bahwa:

Muhammad Hafiz Furqon

Nomor Registrasi: 2225081457

Lahir di Jakarta, tanggal 12 Desember 1990

telah menyelesaikan dan memenuhi segala persyaratan akademik
Program Sarjana tanggal 15 Januari 2013, sehingga kepadanya diberikan gelar :

SARJANA SASTRA (S.S)

dalam bidang : Sastra Inggris, Jurusan Bahasa dan Sastra Inggris
Fakultas Bahasa dan Seni
beserta segala hak, wewenang dan kewajiban yang melekat pada gelar tersebut

Jakarta, 19 Maret 2013

Dekan
Fakultas Bahasa dan Seni

Bambi Pratitis, MA., Ph.D.
Nip. 19520605 198403 2 001

Rektor,

Prof. Dr. Sofyan Syamsi, M.Pd
Nip. 19510316 198703 1 001

Academic Score Transcripts

KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN
UNIVERSITAS NEGERI JAKARTA

TRANSKRIP AKADEMIK / *ACADEMIC TRANSCRIPT*

Lampiran Ijazah / *Enclosure of Certificate No : 2225130123*

Nama / *Name* : Muhammad Hafiz Furqon
Nomor Registrasi / *Registration Number* : 2225081457
Tempat dan Tanggal Lahir / *Place and Date* : Jakarta
: 12 Desember 1990
Fakultas / *Faculty* : Bahasa dan Seni
Jurusan / *Department* : Bahasa dan Sastra Inggris
Program Studi / *Study Program* : Sastra Inggris
Jenjang Program / *Degree Program* : S1
Mulai Terdaftar / *First Registration* : 2008/2009
Tanggal Lulus / *Date of Program Completed* : 15 Januari 2013
Pendidikan Sebelumnya / *Previous School* : SMAN 14 Jakarta

Sandi/*Code*	Matakuliah / *Course Description*	SKS/*Credit*	NIL/*Grade*	SKS x NIL
22250922	Study Skills (A)	2	A	8
22150063	Reading I	3	B	9
22150012	Listening I	2	C	4
22150022	Speaking I	2	A	8
22250103	English Grammar 1	3	A	12
22152042	Vocabulary	2	A	8
22250302	Personal Development	2	A	8
22250132	Introduction To Linguistics	2	A	8
22152162	Sejarah Kebudayaan Inggris *HISTORY OF ENGLISH CULTURE*	2	C	4
22150863	English Phonetics And Phonology	3	B	9
22150093	Reading II	3	A	12
22150123	Writing I	3	B	9
22150042	Listening II	2	A	8
22150172	Speaking II	2	A	8
22151303	English Grammar 2	3	B	9
20055052	Manusia Dan Kebudayaan Indonesia *INDONESIAN CULTURE & SOCIETY*	2	A	8
22250782	History of English Literature	2	A	8
22250772	Contemporary British Society	2	A	8
00051152	Pendidikan Agama Islam I *ISLAM EDUCATION I*	2	A	8
22150143	Reading III	3	B	9
22150203	Writing II	3	B	9
22150132	Listening III	2	A	8
22150212	Speaking III	2	A	8
22151313	English Grammar 3	3	A	12
22150253	English Morphology And Syntax	3	B	9
22250193	Literature 1	3	A	12

KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN
UNIVERSITAS NEGERI JAKARTA

TRANSKRIP AKADEMIK / *ACADEMIC TRANSCRIPT*

Lampiran Ijazah / *Enclosure of Certificate No : 2225130123*

Nama / *Name* : Muhammad Hafiz Furqon
Nomor Registrasi / *Registration Number* : 2225081457

Sandi/*Code*	Matakuliah / *Course Description*	SKS/*Credit*	NIL/*Grade*	SKS x NIL
22151812	Introduction to Functional Grammar 1	2	A	8
22150263	Writing III	3	B	9
22250283	Introduction To Research	3	C	6
22151603	Language, Culture & Society	3	A	12
22250203	Literature 2	3	B	9
22250803	Translation 1	3	B	9
20055012	Sejarah Pemikiran Modern ***HISTORY OF MODERN THOUGHTS***	2	A	8
00051202	Pendidikan Agama Islam II ***ISLAM EDUCATION II***	2	A	8
00051263	Ilmu Sosial dan Budaya Dasar ***BASIC SOCIAL AND CULTURAL SCIENCES***	3	A	12
00051073	Ilmu Alamiah Dasar ***BASIC NATURAL SCIENCE***	3	C	6
00051063	Pendidikan Kewarganegaraan ***CIVIC EDUCATION***	3	B	9
22152053	Semantics and Pragmatics	3	C	6
22151822	Intoduction to Functional Grammar 2	2	A	8
20051002	Estetika Bahasa Dan Seni Budaya Indonesia ***AESTHETICS OF LANGUAGE AND INDONESIAN ARTS***	2	A	8
22250813	Translation 2	3	B	9
20055024	Dasar-Dasar Filsafat ***BASIC PHILOSOPHY***	4	A	16
20055042	Masyarakat dan Kesenian Indonesia ***INDONESIAN ART & SOCIETY***	2	A	8
22151843	Introduction to Discourse Analysis	3	A	12
22151653	Contrastive Analysis	3	A	12
22250863	Research Proposal and Seminar	3	A	12
22250822	Interpreting	2	A	8
22250832	Media Discourse	2	B	6
22250743	Introduction to Literary Criticsm	3	B	9
22250792	Cultural Studies	2	A	8
22250842	Creative Writing	2	A	8
00051143	Bahasa Indonesia ***BAHASA INDONESIA***	3	A	12
22250872	Subtitling	2	A	8
22250892	Film Appreciation	2	A	8
22250322	Entrepreneurship	2	A	8
22250852	Introduction to Statistics	2	B	6

KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN
UNIVERSITAS NEGERI JAKARTA

TRANSKRIP AKADEMIK / *ACADEMIC TRANSCRIPT*

Lampiran Ijazah / *Enclosure of Certificate No : 2225130123*

Nama / *Name* : Muhammad Hafiz Furqon
Nomor Registrasi / *Registration Number* : 2225081457

Sandi/*Code*	Matakuliah / *Course Description*	SKS/*Credit*	NIL/*Grade*	SKS x NIL
20054026	Skripsi ***SKRIPSI***	6	B	18
20055154	Praktek Kerja Lapangan ***FIELD WORK PRACTICUM***	4	A	16

Jumlah Matakuliah / *Total of courses* = 58
Jumlah Bobot / *Total of Credits* = 507
IPA / *GPA* = 0,80 x 507 : 144 + 0,20 x 3 = 3,42
Yudisium = Sangat memuaskan
Judul/*Title of Scientific Paper* :
The Definitions of Indonesian Material Cultural Words in Indonesian-English Dictionaries

NOTE
Number of Weeks in a Semester = 16
Legal only if stamped by Universitas Negeri Jakarta and signed by Head of Bureau for Academic Administration and Student Affair. Should there be any deletion/crossing/ changes (eventhough it is signed) this transcript should be declared Null and Void

Jakarta, 19 Maret 2013
Kepala Biro Administrasi Akademik dan Kemahasiswaan
Head of Bureau for Academic Administration and Student Affairs

Drs. Syaifullah
NIP. 19570216 198403 1 001