**Novelia Chitra Resmi**

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**Education**

2012 – Present Universitas Swadaya Gunung Jati (Unswagati) Cirebon

B.Ed English. Graduated with Honors.

2009 – 2012 SMA Negeri 5 Cirebon (Senior High School)

2006 – 2009 SMP Negeri 4 Cirebon (Junior High School)

2000 – 2006 SD Negeri Cigendeng (Elementary School)

**Work experience**

Nov 2012 – Feb 2016 **Private English Tutor**

In this role, I taught English to children and teenagers at their

houses. I conducted the learning process based on the lesson

plans made in advanced. I made sure that in every meeting, the

learning objectives were achieved.

Sept 2014 – Feb 2015 **English Tutor, Bimbel GAGA**

I taught English to teenagers in a form of assisting them

learning the materials taught at school as well as practicing and

developing speaking skill in each meeting.

June 2014 – June 2015 **Secretary, English Student Association Unswagati**

As the secretary, I handled the administrations concerning the

student association. This was a voluntary work.

**Additional skill and achievements**

**IT Skill** : Microsoft Office

**Recognition** : - 1st Winner of Newscaster Contest in 3rd English Fair

Unswagati 2012

- One of the three representatives to compete in National

University Debating Championship Kopertis IV 2014

* The Best Scriptwriter in Annual Drama Performance 2015

Unswagati

* The 1st Winner of Popular Writing in 5th English Fair

Unswagati 2015

**Interest and hobbies** : I enjoy reading novels and writing poems