**Natalia Melissa**

**Personal Details & Contacts**

Full name Natalia Melissa

Place and date of birth Jakarta, 07th February 1989

Sex Female

Marital status Single

Citizenship Indonesian

Permanent Address Jln. Pluit Barat VIII No.19

Rt 007 Rw. 011, Kec. Penjaringan

Jakarta Utara 14450

Email ini.lissa@yahoo.com

Handphone +62877 7600 1989

**Academic Qualifications**

2001 – 2004 SMP Permata Bunda, Jakarta

2004 – 2007 SMEA Bunda Mulia, Jakarta

2004 – 2007 Bina Nusantara University, Jakarta (Not Finished)

2011 – Present London School Of Public Relations, Jakarta

Marketing Communication Department (Recent)

**Skills Base**

* Familiar with Adobe Illustrator, Adobe Photoshop, Adobe After Effect, Adobe Premier.
* Fluency in using MS Office (Word, Excel, PowerPoint).
* Easy adaptability to new technology.
* Considered as Open minded person.
* Flexible and independent followed by a strong spirit of competition.
* Positive-thinking, persistent, fast learner and goal oriented.
* Highly motivated.
* Good presentation, interpersonal, and communication skill.
* Experienced with public speaking.
* Creative.
* Love travelling and new experience
* Strategic thinker and risk manager
* Have experience in running an online shop
* Passion for the fashion industry

**Language Mastery**

Indonesian Native

English Passive

**Appreciation**

2007 1st Place of Three Top Photography Finalist From PORSENI at Bunda Hati Kudus Church

2013 English for Business Communications (EBC) from City & Guilds of London Institute

2013 Marketing Communication from London Chamber of Commerce and Industry

2014 Customer Service Professional from City & Guilds of London Institute

**Professional Career**

2005 **Internship for PT. Alfa Retailindo at Tendean Mall**

2006 **Internship for PT. Jaya financial officer at Cordova Tower**

2007 **Owner of I-Create Online Shop**

2010 **Part timer for Autobright at IIMS**

2011 **Owner of Panpan Princess Online Shop**

2014 **Owner of Mounique Online Store**

2014 **Internship for FingerTechnology at Pantai Indah Kapuk**

**Organisational Activities**

* General Affair for Munasik2014 at LSPR Class Project
* Vice Precident in MUDIKA BHK Kemakmuran Sector 4
* Consumption section for Jambore XVIII (Bunda Hati Kudus Church)
* Sports section for PORSENI (Bunda Hati Kudus Church)
* PASKIBRA of SMEA Bunda Mulia
* PASKIBRA of SMP Permata Bunda
* Human and Resources devision of OSIS SMP Bintang Kejora
* Religion Division of OSIS SMA Tarsisius 1