**Curriculum Vitae**

**Personal Details**

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| Full Name | Putrama Fajri S.EI |
| Place, Date of Birt | Maur 29 April 1985 |
| Sex | Male |
| Nationality | Indonesia |
| Education | Bachelor Degree |
| Marital Status | Married |
| Height, Weight | 170 cm, 75 Kg |
| Religion | Moslem |
| Address | Jln. Ir Soetami No 096. Jr. Sei Padi, Kel. Lubuk Gadang, Kec. Sangir, Kab Solok Selatan, Sumatera Barat |
| Mobile Phone | 082390108579 |
| Email | [fajriputrama01@gmail.com](mailto:fajriputrama01@gmail.com) |

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**Educational Background**

1. Perguruan Tinggi Swasta Sekolah Tinggi Ekonomi Islam (STEI) Yogyakarta Tahun 2003-2006

**Course & Education**

1. English Course at Excelent Course Centre Padang Panjang
2. Computer Course at LPK PB Padang Panjang
3. Training about Bank Perkreditan Rakyat Syariah di STEI Yogyakarta
4. Training about Syariah Banking Operation Programe (SBOP) di UMY Yogyakarta

**Qualifications**

1. Accounting & Administration Skills (Journal Printing & Calculation, Petty Cash Payroll & Calculation, Inventory Controls, Project Data Updating, Teller, Salary Calculation)
2. Computer Literate (MS Word, MS Excel, MS Power Point, MS Access, MS Outlook).
3. Internet Literate

**Working Experience**

1. Working at **PNPM Perkotaan** **Pariaman**

Periode : Sept 2014 – Now

Position : Economic Consultants

1. Working at **PT. HARTA AMAN PRATAMA** General Insurance

Periode : Oktober January 2014 – August 2014

Position : Surveyor

1. Working at **PT. Bredero Shaw Indonesia**

Periode : Jan 2013 – October 2013

Purpose : Contract

Position : QC/ Tally

Job Description:

1. Record Number and Inspect bare pipe to coating production
2. Organized and record stacking pipe
3. Quality Control just good pipe can to be Load out to client
4. Working at **PT. Asuransi Astra (an Astra International Group)**

Periode : Feb 2007 – March 2012

Purpose : Permanent

Position : Surveyor

Job Description:

1. Serve Customer who Claim Insurance
2. Make decision about claim (approve/ reject) and how to replacement
3. Inventory Part and Salvage
4. Cost Claim Control
5. Complaint Handling
6. Filling File
7. Reporting
8. Administration buying to Workshop

Sangir, 29 Januari 2015

**Putrama Fajri**