1. **PERSONAL INFORMATION**

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| --- | --- | --- | --- |
| Name Place, date of birth NationalitySexMarital StatusContact | :::::: | Thomas SatriaDwiputraJakarta, 24 March 1988IndonesiaMaleSingle085311792288 (primary)Thomas.satria.d@gmail (email) | G:\IMG.jpg |

1. **SUMMARY**
2. Professionalism. Always ready to support company’s vision and policy
3. Service oriented. Do the best to satisfy client’s needs and make sure their needs provided
4. Adventures. Ready for new environment and challenges
5. **EDUCATION BACKGROUND**

2006-2011 iBii (InstitutBisnisdanInformatika Indonesia), now KSB (Kwik Kian Gie School of Business). Bachelor of economy, focused in Accounting

2003-2006 St. Theresia, highschool

2000-2003 St. Maria, junior highschool

1996-2000 St. Cicilia, elementary school

1. **WORKING EXPERIENCES**

2015 – now Ray White Sunter

 Property agent, based in Sunter. North Jakarta

 Latest salary: by commission

 Job Description:

* Accommodate seller to letting or selling their property, buyer to renting or buying their desired property
* Giving after sales/rent services

2013 - 2015 PT SDS International Indonesia

 Japanese B2B automotive engine parts trading company, as Marketing executive.

 Latest Salary: IDR 6.000.000/Month

 Job Description:

* Make stock forecast, based on customer’s demand
* Issue PO to maker, either local or import
* New project acquisition
* Make monthly sales report to higher management
* Provide fast assistance for product’s issue
* Providing information for higher management, for future marketing strategy planning. Ex: Competitor information, delivery system, government’s policies, rumors, & any confidential information
* Propose further business development, based on client’s feedback
* Maintain good relationship with clients

2010 - 2013 PT Powerindo Diesel

 Heavy equipment parts distributor, as sales staff.

 Latest salary: IDR 3.500.000/month+ commision

 Job Description:

* Do selling activity for retail customer
* Maintaining good relationship with client
* Provide assistance on product’s issue

Achievement:

* Promoted to sales general trading
1. **OTHER INFORMATION**
2. Language proficiency
	1. Bahasa Indonesia

primary language

* 1. English

Actively written and oral (TOEFL-PBT: 550)

1. Microsoft office

Word, excel, outlook & Powerpoint

I hope I can meet your expectation, and hope I can be your valuable asset for your company. Thank you for your concern.

 Best regards

Thomas Satria D.