CURRICULUM VITAE

[DAFTAR RIWAYAT HIDUP]

Name : Sepri Manerson Sinaga
Place/Date of birth : Simalungun, 22 September 1990
Nationality : Indonesia
Gender : Male
Marital status : Single
Tall : 170 cm
Weight : 68 kg
Address : Perum MKI II Blok H No.20- Batu Aji.
Mobile : 085262050394
Email : Seprimanerson@yahoo.com

**FORMAL EDUCATION**

1. 2005 to 2008 SMA N 1 Tapung (Senior High School). Riau
2. 2008 to 2013 HKBP Nommensen University ( English Literature). Medan

**ORGANIZATION EXPERIENCE**

1. Public Relation in BEM of Art and Language Faculty from 2010 to 2011

Work : To make good relation and cooperation with other organization or Instance.

1. Head of MAHATALA-NOMMENSEN from 2011 to 2012

Work : To lead the organization and makes all the program running.

**WORKING EXPERIENCE**

**1.**Mei 2013- Sept 2013 : Ticketing Staff in the Trophy & Tour Travel

* Preparing the tickets to the customer
* Take care of customer whether asking about tickets price or about complain from cutomer

**2.** Sept 2013 – Dec 2013 : Data Entry Staff in Grand Aston City Hall Hotel

* Input the data of hotel reservation
* Check In and Check Out the Guest

3. April 2014 – Now : Customer Service Staff in the OSINet Communication Pte Ltd.

* Monitoring the internet system of the customer when their connection is going down and up.
* Send email and call the customer when their connection is going down and up.
* Receiving a call from customer regarding about the problem in their card.
* Give the customer help regarding about their problem.
* Give the explanation to customer about our product.
* To make sure all the customer complain can be handle well.

**LANGUAGE SKILL**

1. Bahasa Indonesia
2. English

**COMPUTER SKILL**

1. Microsoft Office (Mc.Word,Mc.Excel,Mc.Power Point)

2. Internet

**HOBBY**

1.Rock Climbing

2.Mountainering

 Batam , October , 2014

 Applicant

 **Sepri Manerson Sinaga,S.S**