**RIZKI AULIANISA**

**085782572078 | rizki.lya@gmail.com | June 13th, 1992 | Cilegon, Banten**

**Formal Education :**

* ****2010 – 2015 : Indonesia University of

 Education

 Study Program : English Language and

 Literature

 GPA : 3.06

* 2007 – 2010 : SMAN 2 KS CILEGON
* 2004 – 2007 : SMPN 3 CILEGON
* 1998 – 2004 : SDN PABUARAN

**Employments :**

* **Editor Manual & Service Bulletin** | Indonesian Airspace (PT. Dirgantara Indonesia) | February – April, 2014 | work hours: 9 am – 3 pm.

**Competence :**

* English:Literature contents, Grammar, Interpreting, Translating, Analyzing, Summarizing, Correcting, Editing
* Speaking for General, Academic, and Business Purpose
* Translating English – Indonesian, Indonesian - English
* PTESOL/PreTOEFL Score : 527
* Operating *Microsoft Office*
* Operating *Windows Movie Maker, ACD Picture Editor dan PhotoScape.*
* Working individually or in group
* Able to work under pressure

**Courses/Training/Seminar/Informal Education :**

* International Seminar “The Development of the contemporary drama in Indonesia and Norway”, Bandung, 2013.
* Saman dance and Angklung music KABUMI, Bandung, 2011
* English Private, Cilegon, 2008-2009
* LIA course, Cilegon, 2003

**Organizational Experiences :**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Sponsor** | **Year** | **Position in Organization** |
| **From** | **To** |
| English Students’ Association | Indonesia University of Education | 2011 | 2012 | Secretary |
| KABUMI | Indonesia University of Education | 2011 | 2011 | Member |
| Library Club | SMAN 2 KS Cilegon | 2008 | 2008 | Member |
| MPK | SMAN 2 KS Cilegon | 2007 | 2008 | Komisi B Stafff |
| Economy Club | SMAN 2 KS Cilegon | 2007 | 2007 | Member |
| MPK | SMAN 3 Cilegon | 2005 | 2007 | Vice Leader |
| Osis | SMAN 3 Cilegon | 2004 | 2005 | Staff |
| PASKIBRA | SMAN 3 Cilegon | 2004 | 2006 | Member |
| Regu Inti Pramuka | SDN PAbuaran | 2001 | 2003 | Vice Leader |

**Committee Experiences :**

|  |  |  |
| --- | --- | --- |
| **Events** | **Year** | **Position** |
| Gera Reinkarnasi KABUMI | 2012 | Player |
| Apresiasi Bahasa dan Seni, English Literature | 2012 | Committee |
| Farewell Party ESA | 2011 | Secretary |
| Annual English Contests and Seminar, Indonesia University of Education | 2011 | Committee |
| KAB (Kaderisasi Anggota Baru), English Students’ Association | 2011 | Committee |
| Annual English Contests and Seminar, Indonesia University of Education | 2010 | Committee |
| Engish Literature and Indonesian Literature Competition for Senior and Junior High School in Banten, SMAN 2 KS Cilegon | 2008 | Committee |
| Art Performance, SMPN 3 Cilegon | 2007 | Secretary |
| SMPN 3’s 26th Birthday | 2006 | Public Relation |
| SMPN 3’s Silver Birthday | 2005 | Public Relation |

**Individuals:**

* **Hobbies** : Listening music, writing diary, hang out, watching football match, online in social media
* **Personality**: punctual, open-minded, cooperated, easy going, fast learner
* **Personal interest**: Literature, sports, culinary, photography, music, adventure, traveling

I declare the details stated on this CV to be true and responsible.

**RIZKI AULIANISA**