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Photo

**Human Resources Department**

 **Dear Sir/Madam,**

**On this opportunity, I would like to apply as Officer in your company, my name is Dewi Riani Ningsih,Iam 27 years old, Female, single. I am a Bachelor of Faculty of Letter and graduated from Gunadarma University on October 2009 with GPA 3.24 I would like to have career to expand my experience.

My personality as a hard worker and fast learner type of person would bring benefit to your company. I will be very appreciated if you could give in opportunity to work in your company.

Here with I enclose my curriculum vitae,copy of ID card, copy of Final Certificate, Transcript Academic, Photo, which will give detail of my qualification.

I hope my qualification and experience merit your consideration and look forward to your reply.

Sincerely yours,**

 **DewiRianiNingsih**

CURRICULUM VITAE

PERSONAL DETAILS

Name : DewiRianiNingsih

Date of Birth : Sragen, 30 December 1986

Religion : Moslem

Height : 160 cm

Weight : 48 kg

Healthy : Good

Address : JL Raya MawarMerahRt 002/Rw 001 No 1

 Jakarta Timur 13460

Phone : 081382053889

Email : Sovelia@ymail.com

PERSONAL EDUCATION

1993 – 1999 : SDN 14 PETANG JAKARTA

1999 – 2002 : SLTPN 194 JAKARTA

2002 – 2005 : SMU MTA SURAKARTA, SOLO

2005 – 2009 : FACULTY OF LETTERS, GUNADARMA UNIVERSITY,JAKARTA

WORK EXPERIENCES

1.PT MNC SKYVISION (INDOVISION) : Nov 2009 to Oct 2010 as Customer Care

2.PT AAG PEST CONTROL : Oct 2010 to Jun 2011 as Service Control

3. BANK EKONOMI : July 2011 to Sep 2013 as Custodian Staff