Curriculum Vitae

|  |
| --- |
| **ret 01.JPGPersonal Information** |
| Name  |  | Gita Marliyana |
| Nickname  |  | Gita |
| Place of Birth |  | Bandung |
| Date of Birth |  | 17thApril 1992 |
| Sex |  | Female |
| Religion |  | Islam |
| Marital Status |  | Single |
| Nationality  |  | Indonesia |
|  Home Address |  | Leuwiliang Permai G. 11 RT 01 RW 010 Kec. Leuwiliang Kab. BogorJawa Barat |
| Email |  | gitamarliyana@ymail.com |
| Phone |  | 085710302417 |
| GPA |  | 3.51 scale 4.00 |

|  |
| --- |
| **Formal Education** |
| Elementary School1998–2004 |  | **SDN 1 Leuwiliang**Bogor, We*st Java* |
| Junior High School2004– 2007 |  | **SMPN 1 Leuwiliang**Bogor, We*st Java* |
| Senior High School2007 - 2010 |  | **SMAN 5Bogor**Bogor,*West Java* |
|  Graduated (S1)2010 - 2014 |  | **Universitas Telkom**Bandung, *West Java**Major Study: Accounting* |

|  |
| --- |
| **Informal Education** |
| Year : 2012 |  | ***Sekolah Pasar Modal Syariah Level 1***Bandung*, West Java* |
| Year : 2014 |  | *Participant of Qualified Internal Auditor (QIA) Tingkat Dasar I dan II**Bandung, West Java* |

|  |
| --- |
| **Working Experiences**  |
| Year : 2012( June - July) |  | ***On The Job Training* (KERJA PRAKTEK) at Bank bjb Cabang Buah Batu, *West Java*** |

|  |
| --- |
| **Organization Experiences** |
| Year : 2010 - 2011 |  | **Bengkel Seni Embun IM Telkom***Member* |
| Year : 2010 - 2011 |  | **Medical Rescue Commitee***Member* |
| Year : 2011-2012 |  | **Bengkel Seni Embun IM Telkom***Head of Project* |
| Year : 2011 - 2012 |  | **Medical rescue Commitee***Staff of Social Departmen* |
| Year : 2012 |  | **Orientasi Kegiatan Mahasiswa Baru IM Telkom***Medic Division* |
| Year : 2011 |  | **Eventainment***Tresurer* |

|  |
| --- |
| **Special Skills** |
| Office Applications  |  | Microsoft Offices (Word, Excel, Power Point) |
| Software Application |  | Myob, Accurate, ACL |
| Internet |  | Mozilla Firefox, Internet Explorer, Opera, Google Chrome |
| Language |  | Bahasa Indonesia (Excellent), English (Good; TOEFL:440) |
| Other skills |  | Team work & leadership |

The Curriculum Vitae that I have made above is a truth, so if there is any mistake I will be responsible for that.

**Sincerely Yours,**

**Gita Marliyana**