Bandung, April 17th, 2017

Attention To:

HRD Honda IBRM

Jl. Cicendo No.18

Bandung

Dear Sir/Madam,

On this good oppurnity, I would like to apply as Field Operation Area (FO) in your company. My name is Sonia Marizka, 22 years old, female, single, and I am fresh graduate from Bandung Law School (STHB) on March 2017 with GPA 3.50. I am be able to use English both oral and written, computer literate, able to use MS Office package such as MS Word, MS Power Point and MS Excel.

My personality as a hard worker, able to work in individual and in team 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.

For your futher information, herewith I enclose my:

* Curriculum Vitae;
* Copy of Bachelor Degree (S1) Certificate and Academic Transcript;
* Copy of Organization Experience Certificate from PON Jabar XIX; and
* Copy of TOEFL Certifcate.

I hope my skills can be one of your company’s assest. I am looking forward to reply from you in the near future.

Thank you for your consideration and attention.

Sincerely yours,

Sonia Marizka

**CURRICULUM VITAE**

PERSONAL DATA

|  |  |  |  |
| --- | --- | --- | --- |
| PERSONAL DATA | MAKEUP_20170301010020_save.jpg | Full Name | Sonia Marizka |
| Sex | Female |
| Place, date of birth | Bandung, July 8th, 1994 |
| Religion | Moslem |
| Marital Status | Single |
| Adress | Komp. Griya Bandung Asri I Blok F No. 88 RT.01 RW.15 Kec/Kel Bojongsoang. Kab Bandung 40288 |
| Phone number | 0855 2090 2405 |
| Height/ Weight | 168cm / 45kg |
|  | E-mail | soniamarizka@yahoo.co.id |

EDUCATIONAL BACKGROUND

|  |  |  |
| --- | --- | --- |
| EDUCATIONAL | 2000 – 2006 | Cijagra 1, Elementary School, Bandung |
| 2006 – 2009 | Junior High School, SMPN 18 Bandung, Bandung |
| 2009 – 2012 | Senior High School, SMA Pasundan 1 Bandung, Bandung |
| 2013 – 2017 | Bachelor, Law, Sekolah Tinggi Hukum BandungGPA: 3,50 (Scale 4) |

ORGANIZATION EXPERIENCE

|  |  |  |
| --- | --- | --- |
|  | September 2016 | as Liaison Officer, PON Jabar XIX |

This is to state that above information is true and provided here by me, all in good faith.

Sincerely,

Sonia Marizka

****

****

****