



**SEBASTIAN ENRICO SINAGA**

Jl.Kawaluyaan Indah XVI No. 42

Bandung Jawa Barat

INDONESIA

**PHONE : 081322394411**

**EMAIL: sebastianenrico86@yahoo.com**

TO : HRD Manager

Dear Sir / Madam

I am writing to express my interest in applying a job in your company.

I see myself as a disciplined person, a hard worker, and I have a good time management. I believe I can do my best and give positive contribution to your company.

I interact productively with people from diverse backgrounds and I can work well, both individually and within a team. I also have an ability to communicate and work well with people on all levels. I can also communicate in English quite well (speaking and writing).

I would appreciate the opportunity to meet you, to discuss my qualification and the possibility of joining your company. My Curriculum Vitae is enclosed along this letter and you may review it for further information.

I am looking forward for a possible interview with you, to discuss more about my capabilities.

Thank you very much for your attention.

Sincerely yours,

**SEBASTIAN ENRICO SINAGA**

# CURRICULUM VITAE

## Personal Data

1

- ◆ Name : Sebastian Enrico Sinaga
- ◆ Sex : Male
- ◆ Place & Birth Date : Tarutung, December 6<sup>th</sup>, 1986
- ◆ Religion : Christian
- ◆ Marital Status : Single
- ◆ Health : Good (No physical defect)
- ◆ Nationality : Indonesian
- ◆ Hobbies : Swimming, Basketball, Automotive
- ◆ Address : Jl Kawalayaan Indah XVI No. 42  
Bandung – Jawa Barat
- ◆ Mobile Phone : 081322394411
- ◆ Email Address : [sebastianenrico86@yahoo.com](mailto:sebastianenrico86@yahoo.com)

## Education

2

- ◆ 1993 – 1999 SD Negri 173131 Tarutung
- ◆ 1999 – 2002 SMP Santa Maria Tarutung
- ◆ 2003 – 2006 SMA Sumatera 40 Bandung  
Mayor – IPS

## Work Experience

3

- ◆ 2007 – 2008 GSG Istana Kana Kawalayaan – Staff Supervisor
- ◆ 2008 – 2010 Victoria Moto Racing – Staff Mechanic
- ◆ 2010 – 2011 Koperasi Stabat Sejahtera – Surveyor, Collector
- ◆ 2011 – 2016 Koperasi Sinar Pelita Bandung – Marketing Officer

## Certificate

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- ◆ Leadership Development Program

## Training / Course

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- ◆ Computer : Microsoft Office, Minitab, Internet

### LANGUAGE

- ◆ English
- ◆ Bahasa Indonesia

### WRITING

- ◆ Good
- ◆ Excellent

### SPEAKING

- ◆ Good
- ◆ Excellent