



Muhammad Fahmi

COMMUNICATION SCIENCE

Personal Summary

I am a committed, friendly and hardworking person with a passion for providing excellent customer service at all times. My excellent customer service and communication skills, combined with my relevant work experience, make me a real asset to any organisation that I work for.

Core Skills

- Communication Skill
- Project Documentation
- Problem-Solving
- Photo and Video Editing using CorelDraw, Adobe Photoshop, Adobe Premier Pro, AVS Video Editor

Contact Details

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Portfolio:
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Work References

Dodit Ardian
Gedebage Subdistrict Head
Phone: +62813 2133 1574

Academic History

**SUNAN GUNUNG DJATI
ISLAM UNIVERSITY**

Bachelor Degree in
Communication Science
GPA : 3.2 of 4.0

Work History

IT STAFF

*Gedebage Subdistrict
January 2016 -
present*

- Social media admin to delivering government policies related to service and activities in neighborhood
- Updating village profile data every 3 months
- Report all program activities carried out at the scope of the village every month
- Creating a GIS (Geographic Information System) Project with IT team at Gedebage Subdistrict

BAND MANAGER

*Hyena Band at
Red Label
January 2014 -
January 2016*

- Create a training schedule and schedule for performing the Hyena Band
- Search for events and jobs for the Hyena Band
- Carry out promotions through social media and collaborate with radio in Bandung
- Look for endorse and sponsors for the Hyena Band