

BELA AMALIA

Business Administration

PROFILE

Birth of Place

Bandung, June 18th 1996

Religion

Moslem



JL. Budhi No. 69 RT. 04/
RW. 03 Kel. Sukaraja
Kec. Cicendo Kota
Bandung



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com

EDUCATION

POLITEKNIK NEGERI BANDUNG
Business Administration Major
Graduated with a cumulative GPA
3.24 - 2018

SMA Negeri 3 Cimahi
Ilmu Pengetahuan Sosial - 2014

SMP Negeri 47 Bandung - 2012

SKILLS

- Microsoft Office
- English Language
- Office Administrative
- Keyboarding Skill
- Filling Document
- Research and Analysis

CERTIFICATION

- Toiec
- Microsoft Office Specialist

EXPERIENCE

WORKING

- CV SILVI FASHION
As Administration
- PT CHITOSE INTERNATIONAL, TBK
As Production Administration
- PT PANJUNAN
As Repayment Administration

ORGANIZATION

HIMPUNAN MAHASISWA ADMINISTRASI NIAGA

- Member of Journalist Communication and Information
Department
- Member of Mentor on Regeneration Program