

Jakarta, June 2021

To :

HRD Dept.

Dear Sir or Madam

Responding to your company profile and the work of your company, you need university graduates. I am very interested in your company.

My profile, I'm male, 31 years old and married. I graduated in mechanical engineering from the University Development "Veteran" Jakarta.

I am diligent, honest, fast learning, ready to work hard, responsible for work, on time in completing work, right in making decisions, maintaining good relations with partners, easy friends.

In addition, my experience working in a motorcycle company, made me strengthen my ability to adapt to situations, and it was easy to work together in teams well and personal working, be able to solve problems in creative ways.

For further consideration, I attach my resume and my latest photo.

Thank you very much for your attention, and I really hope you will give me time to get an interview in your office.

Thank you & Best Regards,

Fahmi Muhammad

CURICULLUM VITAE



Name : Fahmi Muhammad
Date of birth : July 2nd, 1989
Nasionality : Indonesian
Gender : Male
Marital Status : Married
Address : Setu Cipayung Street RT 001/04 No.96 Cilangkap,
Cipayung, East Jakarta
Phone : 0812 9371 3536
Hobby : Reading and Sport
e-mail : fahmie.muhammad789@gmail.com

Formal Education Background

- 2007 - 2012 : Pembangunan Nasional “Veteran” University of Jakarta.
- 2004 - 2007 : SMK PKP 2 Kelapa Dua Wetan, East Jakarta.
- 2001 - 2003 : SMP 237 Cipayung, East Jakarta.
- 1996 - 2001 : SD 05 Cipayung, East Jakarta.

In Formal Education Background

- Basic Auto CAD in Rekayasa Engineering Drafting School
- PKL PT PJB UP MUARA KARANG
- PKL SUZUKI CIBUBUR
- Computer training in SMK PKP 2

Summary of Skills

- Basic Auto CAD 2D/3D.
- Passive English.
- Ms. Office (excel, word, power point)
- Photoshop.
- Adobe Illustrator.

Experience Job

- Factory : PT. Yamaha Indonesia Motor Manufacturing.
- Years of Job : October 2013 – May 2019.
- Department : Service.
- Function of Job : Staff.
- Sub Division : - Education and Publication Departement.
 1. Make owner's manual book.
 2. Make service manual book.
 3. Educate area trainer about new product.
 4. Prepare about materi lounching of new model.
 5. Control the activities education at all area.
 6. Educate technician for skill up.
 7. Control activities of SMK cooperation.
 8. Control factory visit.
 9. Make certification for technican dealer.
 10. Make motorcycle service requirements.
- Area Service Development.
 1. Control budget activity at main dealer.
 2. Control the service activities at all dealer.

3. Set up of new network.
4. Control the problem unit at all dealer.
5. Discussion with owner to improvement dealer.
6. Handling customer problem unit.
7. Educate owner dealer for aftersales condition.
8. Analysis provide dealer.
9. Educate service advisor in problem unit and new product.
10. Control performance dealer.

- Factory : PT. Benelli Motor Indonesia.
- Years of Job : September 2019 – January 2021.
- Department : Aftersales service and sparepart.
- Function of Job : Coordinator area aftersales service and sparepart.
- Sub Division : Aftersales service – Sparepart.
 1. Responsible for the incoming service unit to authorized dealer.
 2. Responsible for controlling the entry and release of spareparts to authorized dealer.
 3. Responsible for the sale of sparepart at authorized dealer.
 4. Responsible profit aftersales authorized dealer.
 5. Responsible for the process warranty claim.
 6. Control aftersales new set up dealer.
 7. Responsible for data and analysis aftersales service, sparepart and warranty claim.
 8. Responsible educated technician dealer for new product, make an education material for technician.
 9. Responsible for dealer tools equipment.
 10. Responsible for the performance of technicians at authorized dealer.

Nomor Seri Ijazah : 461/FT/ITM/UPN/2012

Certificate Serial Number

LS. 1. 120019



I J A Z A H
CERTIFICATE
UNIVERSITAS PEMBANGUNAN NASIONAL "VETERAN" JAKARTA

Diberikan kepada : *Fahmi Muhammad*
Awarded to

Tempat dan Tanggal Lahir : *Jakarta, 2 Juli 1989*
Place and Date of Birth

Nomor Pokok Mahasiswa : *207.412.029*
Student ID Number

Fakultas : *Teknik*
Faculty

Program Pendidikan : *Strata Satu (S-1)*
Degree Program

Program Studi : *Teknik Mesin*
Program of Study

Tahun Masuk : *2007*
Entry Year

Tanggal Kelulusan : *16 Maret 2012*
Judicium Date

Ijazah ini diberikan setelah yang bersangkutan memenuhi persyaratan yang ditentukan sehingga berhak menyandang gelar

This Certificate is awarded upon completion of all requirements pertinent to the degree of

Sarjana Teknik (ST)

Equivalent to Four Year Bachelor

dan kepadanya dilimpahkan segala wewenang dan hak yang berhubungan dengan ijazah yang dimilikinya.

With all the rights and privileges including the obligations and responsibilities pertaining thereto



REKTOR
RECTOR

Koesnadi Kardi, M.Sc, RCDS



Jakarta, *17 April 2012*

DEKAN
DEAN

Ir. Sulistiono, MSc.



UNIVERSITAS PEMBANGUNAN NASIONAL "VETERAN" JAKARTA

FAKULTAS TEKNIK

Sekretariat : Jl. RS. Fatmawati, Pondok Labu, Jakarta Selatan 12450 Telp. 7656971 ext. 194 Fax. 75904177, 7656904
Homepage : <http://www.upnvj.ac.id> E-mail : puskom@upnvj.ac.id

TRANSKRIP AKADEMIK

TRANSCRIPT OF ACADEMIC

Nomor / Number : T / 19 / IV / 2012 / FT.

N a m a : FAHMI MUHAMMAD
N a m e
Tempat dan Tanggal Lahir : Jakarta, 2 Juli 1989
Place And Date Of Birth
Nomor Induk Mahasiswa : 207 412 029
Student Registration Number
Program Pendidikan : Strata -1
Degree Program
Program Studi : Teknik Mesin
Study Program : Mechanical Engineering
Status : Terakreditasi " B "
Study Program Status : Accredited " B "
Konsentrasi : Konversi Energi
Concentration : Conversion Energy
Tanggal Yudisium : 16 Maret 2012
Yudicium Date

No	Kode Code	Mata Kuliah / Subjects	Prestasi / Grade			
			HM AGE	AM NG	Kredit Credit	Mutu Grade
1	1102	Pendidikan Agama / Religion	B	3	2	6
2	1101	Pendidikan Pancasila / Pancasila	B-	2,7	2	5,4
3	1103	Pendidikan Kewarganegaraan / Civics	B-	2,7	2	5,4
4	1104	Kepemimpinan / Leadership	A	4	3	12
5	2101	Kalkulus I / Calculus I	B	3	3	9
6	2201	Kalkulus II / Calculus II	B	3	3	9
7	2301	Kalkulus III / Calculus III	B-	2,7	2	5,4
8	2103	Fisika Dasar I / Basic Physics I	C	2	3	6
9	2203	Fisika Dasar II / Basic Physics II	B-	2,7	3	8,1
10	5201	Praktikum Fisika Dasar / Basic Physics Laboratory	B	3	1	3
11	2104	Kimia Dasar / Basic Chemistry	B	3	2	6
12	2105	Menggambar Teknik / Technical Drawing	B	3	2	6
13	2206	Menggambar Mesin / Mechanical Drawing	B	3	2	6
14	5207	Praktek Studio Gambar / Drawing Studio	B	3	1	3
15	2106	Material Teknik / Technical Materials	B-	2,7	3	8,1
16	1105	Bahasa Inggris Teknik I / Technical English I	B	3	3	9
17	3201	Bahasa Inggris Teknik II / Technical English II	B	3	3	9
18	3202	Bahasa Inggris Teknik III / Technical English III	B	3	2	6
19	2207	Statika Struktur / Static Structure	B	3	3	9
20	3207	Pengukuran Teknik / Technical Measurements	A	4	2	8
21	4203	Metode Komputasi / Computation Method	B	3	2	6
22	4407	CAD / CAM / Computer Aided Design / Computer Aided Manufacture	B	3	2	6
23	2303	Matematika Teknik I / Technical Mathematics I	B	3	2	6
24	2403	Matematika Teknik II / Technical Mathematics II	B	3	2	6
25	2602	Matematika Teknik III / Technical Mathematics III	B	3	2	6
26	2306	Mekanika Kekuatan Material / Strength of Material Mechanics	B	3	3	9
27	2310	Metalurgi Fisik / Physical Metallurgy	A-	3,7	2	7,4
28	5302	Praktikum Metalurgi Fisik / Physical Metallurgy Laboratory	A-	3,7	1	3,7
29	2312	Kinematika / Kinematics	C	2	2	4
30	2412	Dinamika Teknik / Technical Dynamics	B	3	3	9
31	2314	Mekanika Fluida Dasar / Basic Fluid Mechanics	C	2	3	6
32	3301	Elemen Mesin I / Machine Element I	C	2	3	6

N a m a : FAHMI MUHAMMAD

N a m e

Nomor Induk Mahasiswa : 207 412 029

Student Registration Number

No	Kode Code	Mata Kuliah / Subjects	Prestasi / Grade			
			HM AGE	AM NG	Kredit Credit	Mutu Grade
33	3401	Elemen Mesin II / Machine Element II	B	3	3	9
34	3501	Elemen Mesin III / Machine Elements III	B	3	3	9
35	4310	Bahan Bakar - Pelumas & Air Ketel / Lubricating - Fuel and Boiler Water	B-	2,7	2	5,4
36	2411	Proses Produksi I / Production Processing I	B+	3,3	3	9,9
37	2511	Proses Produksi II / Production Processing II	B	3	3	9
38	5408	Praktikum Proses Produksi / Production Processing Practice	B	3	1	3
39	2413	Termodinamika Dasar / Basic Thermodynamics	C	2	3	6
40	4404	Elektronika / Electronics	A	4	2	8
41	1506	Filsafat Ilmu Pengetahuan / Philosophy of Sciences	B	3	2	6
42	3506	Teknik Tenaga Listrik / Electrical Power Engineering	B	3	2	6
43	5503	Praktikum Teknik Tenaga Listrik / Electrical Power Engineering laboratory	B	3	1	3
44	3508	Manajemen Industri / Industrial Management	A	4	2	8
45	4501	Praktikum Fenomena Dasar mesin / Basic Phenomenon of Machine Praktice	B	3	1	3
46	4511	Dasar Metode Dan Analisa Numerik / Numerical and Analysis Methods	B+	3,3	2	6,6
47	2605	Perpindahan Panas / Heat Transfer	B	3	3	9
48	2603	Mesin Konversi Energi / Energy Conversion Machines	A	4	3	12
49	3604	Pemilihan Bahan Dan Proses / Materials Selection and Processes	B	3	2	6
50	3607	Teknik Pengaturan / Control Engineering	A	4	2	8
51	4602	Statistik / Statistics	C	2	2	4
52	4606	Sistem Informasi Manajemen / Management Information Systems	B	3	2	6
53	4612	Pengetahuan Lingkungan / Environmental Science	B-	2,7	2	5,4
54	5605	Praktikum Prestasi Mesin / Performance of Machine Practice	B	3	1	3
55	3702	Getaran Mekanis / Mechanical Vibration	B	3	2	6
56	4706	Konstruksi Mesin / Machine Construction	B	3	3	9
57	4709	Kelelahan Material / Fatigue of Materials	A	4	2	8
58	7701	Motor Bakar & Sistem Propulsi / Combustion Engine and Machine Propulsion System	B+	3,3	2	6,6
59	7808	Optimasi Sistem Thermal / Thermal System Optimization	B	3	2	6
60	7807	Teknik Penukar Kalor / Heat Exchanger	B	3	2	6
61	4805	Metode Penelitian / Research Method	B	3	2	6
62	7702	Instalasi Turbin Uap / Installation of Steam Turbines	B	3	2	6
63	7703	Teknik Pendingin / Refrigeratory Enggineering	B-	2,7	2	5,4
64	7809	Pembangkit Uap / Steam Generator	B	3	2	6
65	7802	Seminar / Seminar	B+	3,3	1	3,3
66	7805	Praktek Kerja / Work Practice	B+	3,3	1	3,3
67	6903	Tugas Akhir / Final Project	B+	3,3	5	16,5
Predikat Kelulusan / Degree of Excellence = Sangat Memuaskan / Very Satisfied			Total		149	447,9
			IPK / GPA		3,01	

Keterangan / Remark :

HM/AGE : Huruf Mutu / Alphabetic Grade Equivalent

AM / NG : Angka Mutu / Numeric Grade

IPK / GPA : Indeks Prestasi Kumulatif / Grade Point Average

Rektor / Rector



KOESNADI KARDI, MSc. RCDS



Jakarta, 17 April 2012

Dekan / Dean


Ir. SULISTIONO, MSc

TO WHOM IT MAY CONCERN

This is to certify that **Mr. FAHMI MUHAMMAD (XL06099)** has been employed by PT Yamaha Indonesia Motor Manufacturing, since **October 10th, 2013** to **May 29th, 2019** with the last position as **Marketing Staff of TERRITORY 7 Department.**

Mr. FAHMI MUHAMMAD has decided to resign from the company per **May 29th, 2019.**

During the entire period of his employment with us, he has performed his duty to our satisfaction, and we wish his success in his further career.

Jakarta, May 29th, 2019



PT YAMAHA INDONESIA MOTOR MANUFACTURING
J A K A R T A

Linda, S.H.

General Manager HRD & GA



PT. BENELLI MOTOR INDONESIA

Surat Keterangan Kerja

No: 058/BMI-SKK/I/2021

Nama : Fahmi.Muhammad
NIK : 3175100207890002
Alamat : JL. Setu Cipayung RT.001/04, Kel. Cilangkap, Kec, Cipayung, Jakarta Timur
Tgl Lahir : Jakarta, 02 Juli 1989
Jabatan : Area Coordinator Aftersales Service & Sparepart

Adalah benar pernah bekerja pada PT. Benelli Motor Indonesia sejak tanggal 25 September 2019 sampai dengan 08 Januari 2021.

Selama bekerja bersangkutan menunjukkan prestasi kerja yang baik.

Dan dengan ini PT. Benelli Motor Indonesia menyampaikan ucapan terimakasih atas kontribusi yang telah diberikan oleh bersangkutan kepada perusahaan.

Demikian surat keterangan kerja ini dibuat dengan sebenarnya agar dapat digunakan sebagaimana mestinya.

Jakarta, 08 Januari 2021



Dimitri Fitriani

HRD

PT Benelli Motor Indonesia

PT. BENELLI MOTOR INDONESIA

Central 88 Jl. Trembesi Blok G Unit 839 Jakarta Utara Indonesia

Phone: 021 - 29614573 / 021 - 29614574

Fax: 021 - 29620923



COURSE CERTIFICATE

This is to certify that

Fahmi Muhammad

successfully completed

A1

Beginner 3

at the EF English First school in

TAMAN MINI

From December 3rd, 2012 to February 4th, 2013

A handwritten signature in black ink.

Immer Manalu

Teacher

Jakarta, February 4th, 2013

Date



R.O. S. S. P.



YAYASAN KESEJAHTERAAN PENDIDIKAN DAN PERUMAHAN
UNIVERSITAS PEMBANGUNAN NASIONAL "VETERAN" JAKARTA
FAKULTAS TEKNIK



SERTIFIKAT

Diberikan kepada

Fahmi Muhammad

Sebagai Peserta Seminar

"Peningkatan Daya Saing Industri Nasional Dalam Menghadapi Krisis Global"

Jakarta, 2 April 2009
Dekan,



Ir. Agus Susarso, M.Eng.Sc, MM

RE CARE[®]

The Professional People

Izin Operasional : 042/PLSM/IV/JS/2005

**REKAYASA
ENGINEERING
DRAFTING SCHOOL**

C E R T I F I C A T E

No. : 001-1206-82B1-BA-722/REDS/ANGK. 82/2012

This is to certify that



REKAYASA ENGINEERING DRAFTING SCHOOL

Fahmi Muhammad

Has completed the Technical Study Program of CAD DRAFTING

Basic Cad Program

Batch 82 Term July 18th 2012 to August 15th 2012

Jakarta, August 15th 2012

RE CARE[®]

The Professional People

Hamar B
Ir. Hamarullah Hamid
President Director

ASSESSMENT

NO.	SUBJECT	POINT	GRADE
1.	Introduction of AutoCAD	85	<i>B</i>
2.	Speed and Quality Drawing	86	<i>A</i>
3.	Engineering Drawing Procedure of AutoCAD	85	<i>B</i>
4.	Case Study of Project Exercise	85	<i>B</i>
TOTAL		341	B
Average		85.25	

Notes on grade :

- A = 86 - 100 (Excellent)
- B = 76 - 85 (Good)
- C = 66 - 75 (Adequate)
- D = < 65 (Poor)

Acknowledged by,



 The Professional People



Feri Susanda

 Instructor



SUZUKI CIBUBUR

Jl. Radar AURI No. 3 Cibubur Telp. 87753993 (Hunting) Fax. 8730499

SERTIFIKAT

Diberikan Kepada,

Nama : **JAHMI MUHAMMAD**
Alamat : **Jl. Raya Setu. Gg. Kalin Rt 001/04
Cilangkap**
Sekolah : **SMK PKP 2 DKI Jakarta**

Siswa tersebut diatas telah mengikuti Praktek Kerja Lapangan di Perusahaan kami, melaksanakan profil kemampuan sesuai jurusan Mekanik Otomotif / Mobil kegiatan bengkel R4 Suzuki Cibubur Sejak tanggal **16 November** sampai dengan tanggal **17 Desember** dengan hasil :

BAIK

Jakarta,**16 Desember**....**2005**
Suzuki-Cibubur


ERLANGGA HASSAN

Pimpinan





STATEMENT OF ACHIEVEMENT

(NILEK NASIONAL : 01204.1.0057)

Serial No : i-A.JAS.2106.57.15330.11 .19

This is to certify that

Fahmi Muhammad, ST

has successfully completed
the **LPIA-EPT (English Proficiency Test)**
dated on **6th day of November 2019**

conducted by **LPIA Tugu Koja, Jakarta Utara**

and has attained the following scores:

Listening Comprehension	: 54
Structure and Written Expressions	: 51
Vocabulary & Reading Comprehension	: 60
Overall Score	: 550

Certified by:


Joko Adi Siswanto, S.Pd.
Director of English Program Division

The Statement of Achievement is valid for 6 (six) months as of the above date.