

NANCY GIOVANI



Contact

Address:

Taman Rahayu street D2 / 1

Phone:

+62 81295230523

Email:

nancygiovn@gmail.com

Languages

Indonesian – A1

English – B1

Programming

- **Computer Office**

Microsoft Word, Excel,
PowerPoint, Visio , Access.

- **Software**

Minitab , Powersim, Stella .

Summary

A strong woman specializing in negotiating and make a deal. Experienced with all stages of the development cycle for analytical thinking and case projects. Easy to work together in team, love sharing opinions with others and build new networks. Strong background in project management and customer relations.

Skill Highlights

- Project management
- Strong decision maker
- Analytical thinking
- Creative
- Innovative
- Leadership

Experience

1. Class Leaders of Basic Financial Accounting Course “E Class” (2018) and Business Finance Course “C Class” (2019)
2. Simprobis Office Volunteer (Parahyangan Catholic University) 09/2018 to 11/2018
3. Staff of Logistic Division: International Student Conference 2019 by International Office Parahyangan Catholic University (10 /2018 – 01/2019)
4. Jamiko Study Club Internship (2018 – 2019)

Organisational Experience :

1. Staff of Consumption Division, “Masinis” Business and Administration UNPAR (2015)
2. Staff of Logistic Division , “Parahyangan English Debate Society” UNPAR (2016)
3. Staff of Decoration Division “PERSADA” UNPAR 2017
4. Staff of Logistic Division , “Tosaya 2017” UNPAR (2017)
5. Staff of Mentor Division of “SIAP GABUNGAN” 2017
6. Staff of Media and Communication of HMPSIAB (2016/2017)
7. Staff of Consumption Division “Kakak Asuh Fisip” UNPAR (2017/2018)
8. Staff of Publication Division “PUPM” UNPAR (2018)
9. Staff of Mentor Division of “SIAP GABUNGAN”(2018)
10. Staff of Business Funds “ Expo UKM dan Komunitas” (2018)
11. Staff of Logistic Division “ International Student Conference” Bandung – Jakarta (2019)

Work Experience :

1. Sales Admin (Juli 2020 – September 2020) at PT. ElektriKA Multikatama Business Development (September 2020 – October 2020) at PT. ElektriKA Multikatama
2. Field Education Consultant Sales Trainee Academy Batch III (November 2020- December 2020) PT. Ruang Raya Indonesia

Education

Bachelor of Business Administration, Faculty of Social and Political Science Parahyangan Catholic University, Bandung – 2019 (GPA : 3.44)

Seminar and Workshops

1. Road Show Program, “EMTEK Goes To Campus” (2017)
2. “Gelar Wicara Persada” (2017)
3. Company Visit “ PT Henan Putihrai Bursa Efek Indonesia” (2017)
4. Company Visit “PT Hino Manufacturing Indonesia” (2018)
5. Unpar Career Expo and Seminar, “ Meet The People ” (2018)
6. Unpar National Seminar, “Bangkit & Raih Impianmu” (2018)