



BUSINESS ADMINISTRATION

ALOYSIUS SUSANTO



GET IN CONTACT

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Rancabentang Utara No.390B, RT01/RW14
Kelurahan Cibeureum
Kecamatan Cimahi Selatan
Kota Cimahi

PERSONAL PROFILE

An Bachelor's of Business Administration with General Affair experience in supervisor level, including some Human Resources tasks.

AREAS OF EXPERTISE

- Leadership
- Networking
- Communication
- Discipline
- Public Speaking
- Critical Thinking

OTHER SKILLS

- Microsoft Office
- Business and Development
- Training and Development
- Recruitment

WORK EXPERIENCE

GENERAL AFFAIR

PT. Daya Pratama Lestari | 2020 – Present

- Manage and supervise in the usage of Company's Inventory, building facilities.
- Supervise the performances of production operators.
- Dealing with external.
- Medical or Hospital reimbursement
- Help the recruitment division.
- Take action against violations of rules and regulations.

EDUCATION HISTORY

PARAHYANGAN CATHOLIC UNIVERSITY

Bachelor of Business Administration, 2020

- Vice Chairman, Business Simulation and Gathering 2016
- Coordinator (2018), Medic Division of Faculty Orientation (2016–2018)
- Coordinator (2017), Security Division of Major Orientation (2016–2017)
- Member, Logistic Division of PMKT (Pasar Malam Kampus Tiga)

SAINT MARY 3 SENIOR HIGH SCHOOL

Graduated Class of 2012. Social Science