

CURRICULUM VITAE *(in English)*



<Name>

Place & Date of Birth :
 Address :
 E-mail address :
 Telephone Number :(Home).....(Mobile)
 Height :
 Weight :

Make sure to include a working e-mail of

Profile :

- Creative problem-solver and marketer, who can see big picture while never losing sight of details that deliver results
- Motivated team player with demonstrated talent for deploying research and organizational skills toward analyzing, upgrading, and streamlining complex marketing processes for improvement opportunities

Education :

Begin – Finish (MM/YYYY)	Gunadarma University, Depok Degree : Graduation Date : Overall GPA : on a 4.00 scale
Begin – Finish (MM/YYYY)	Senior High School Graduation Date : NEM :
Begin – Finish (MM/YYYY)	Junior High School Graduation Date : NEM :

Make to include the specific degree awarded and date of graduation

Experience :

Begin with your most current work experience

July 2001 – Present	<p style="color: green; margin: 0;">Marketing Specialist Orangemen Products Company, Manlius, NY</p> <ul style="list-style-type: none"> • Function as versatile team player with ability to quickly assess, comprehend, and manage new business scenarios, customer groups, and product types • Play key role in the development, rollout, and management of numerous marketing campaigns for a variety of accounts, including: <ul style="list-style-type: none"> ○ Carrier Corporation: Brand development marketing campaign ○ University Hospital Home Care Services: Public relations campaign
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Example

Make sure to include specific job tasks / duties

January 1998
– May 2001

Computer Lab Manager

Syracuse University, Division of Information Technology

- Manage team of five assistants in 30-desktop lab.
- Develop solutions for all aspects of lab usage
- Ensure safety and security in the lab.
- Serve as key member of IT management solutions team.

Make sure to
include specific job
tasks / duties

