

Curriculum Vitae

Fany Nur Falaq

+62812-8020-0839

fanynurfalaq@yahoo.co.id



Full Name : Fany Nur Falaq
Place/Date of Birth : Jakarta/ November 27th 1992
Sex : Female
Nationality : Indonesia
Marital Status : Single
Religion : Islam
Address : Rawamangun Muka Street No. 08 RT.03/014, Rawamangun, Pulogadung, East Jakarta
Phone : +6281280200839
Email : fanynurfalaq@yahoo.co.id
GPA : 3,08 (Scale 4,00)

FORMAL EDUCATION

| School | Place / Majoring | Year |
|------------------------------------|--|-------------|
| University Persada Indonesia Y.A.I | Public Relations Faculty of Communication | 2011 – 2017 |
| Senior High School | SMAN 31 Jakarta | 2008 – 2011 |

HOBBIES

| Hobbies |
|-----------------|
| Playing Theater |
| Reading Books |

PERSONAL SKILLS

| | GOOD AVARANGE SKILLED | | GOOD AVARANGE SKILLED |
|---------------|---------------------------|-----------------|---------------------------|
| CREATIVITY | | COMMITMENT | |
| ORGANIZATION | | TEAM WORK | |
| COMMUNICATION | | INDIVIDUAL WORK | |

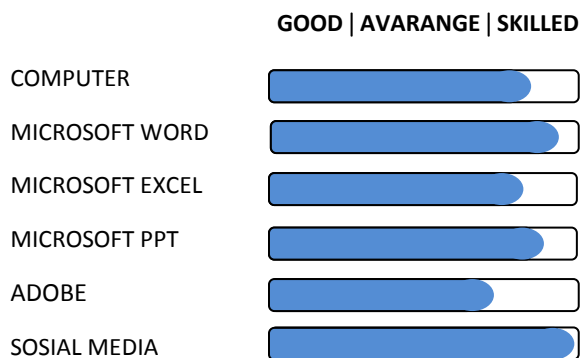
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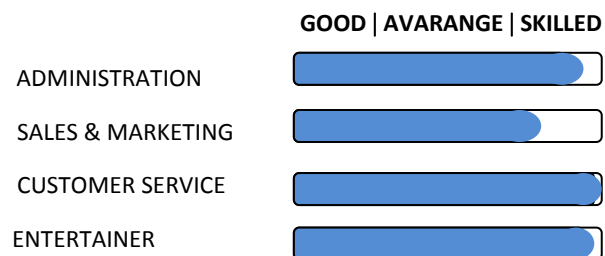
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PROFESSIONAL SKILLS



SPESIFICATION SKILLS



EXPERIENCE

| COMPANY | Descriptions | YEAR |
|---|--|-------------------------|
| PT. BRAIN CHILD LEARNING | As a coach Teaching about how to good learning | 2011 |
| (EVENT) JUNIOR ASIAN WRESTLING | As a liaison officer and staff Administration - memastikan peserta melaksanakan event nya dengan baik - as a translator - mengerjakan segala administrasi yang berkaitan dengan acara | 2011 |
| (EVENT) JENESYS JAPAN TOUR WITH JAPAN GOVERNMENT | As an actris, I have a teater tour in japan, and promotion to Indonesia people about japan culture and anything about japan. | April 2014 & April 2015 |
| PT. BRIGHT EIGHT INDONESIA | As a Sales Marketing - menjual property product perusahaan PT. BRIGHT EIGHT INDONESIA | 2014 |
| PT. MILLENIUM PENATA FUTURES | As a Marketing | 2014 |
| CGV BLITZ (GRAND INDONESIA) | As a Customer Relations, I handle all about complaint - menghandle segala complaint yang ada - mengerjakan laporan penjualan - mengerjakan laporan pekerjaan - memberikan pemahaman kepada cutomer - memastikan customer selalu | 2014-2015 |

| | | |
|---------------------------------------|--|--------------------------|
| | terpuaskan dengan pelayanan perusahaan | |
| PT. BALI TOWERINDO SENTRA, TBK | As a Senior Administrator, I handle all of administration; material for my division, report material, report money, annual report, monthly report and all of operational my Division, PR, PO and handle all of document sub-contractor | June 2015 – January 2017 |
| PT GRIYA BANGUN PERSADA | As An Administration Marketing and Sales, I handle report marketing and sales, customer relations, documentations tenants, report leads for sales, strategi marketing and sales | January 2018 - Now |