



MOCHAMAD IQBAL FAUZAN AKBAR

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Indonesia

Professional Experience

ACT Consulting (PT Arga Bangun Bangsa)

2021—now

Class Manager

- ◆ Responsibilities:
 - ◊ Manage operational needs for in-house training and participant assessment
 - ◊ Maintain hospitality for training participant
 - ◊ Create documentations and minutes of activities
 - ◊ Write activity, post-training, and assessment report
- ◆ Achievement(s):
 - ◊ Best Class Manager 2023

Education

Universitas Padjadjaran, Faculty of Agriculture

2014—2018

Industrial Technology

Bachelor of Agriculture Technology,
Food Technology Study Program
GPA 3,34/4,0

Skills

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- ◆ Organizational
 - ◊ Operational Management
 - ◊ Scheduling Management
 - ◊ Clerical Task
 - ◊ Office Administration
 - ◆ Writing & Editing
 - ◊ Academic & Business Writing
 - ◊ Project Documentation
 - ◆ Analytics
 - ◊ Data Entry
 - ◊ Data Analysis
 - ◊ Data Presentation
 - ◆ Hospitality Service
 - ◊ Customer Excellence

Proficiency Certification

TOEFL ITP 2023
Score: 547

Course

DQLab 2021
Data Analysis Online Course

LB LIA 2019—2020
English Conversation Class

Notable Extracurricular

QF Dance Team 2012—now
Freelance Dancer

Dance Competition “QF Festival” 2017
Staff of Logistics Team

Himpunan Mahasiswa Teknologi Pangan Universitas Padjadjaran 2016
Staff of Organization Development and Regeneration Division

National Seminar and Business Plan Competition “Univation” 2016
Staff of Event Division

National Seminar and Business Plan Competition “Univation” 2015
Staff of Publication and Documentation Division

Celebration Ceremony of Dies Natalis Fakultas Teknologi Industri Pertanian Universitas Padjadjaran 2015
Staff of Ticketing Division

Freshman Year Orientation and Inauguration of Program Studi Teknologi Pangan Universitas Padjadjaran 2015
Leader of Paramedics Team