

CURRICULUM VITAE

[Green land Blok F6.15, Batam centre.Batam-Indonesia,
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OBJECTIVE

Working Professional, ready to do the assignments 24 hours a day 7 days a week. Fast and accurate on Translations aim to most Clients Satisfaction.

Personal Data

- Full Name : Amrul
- Date of birth : 30th April 1984
- Sex : Male
- Marital Status : Single
- Health : Excellent
- Citizenship : Indonesia
- Passport No. : A 936933
- NPWP No. : 14.876.733.8-215.000
- Batam ID Card No. : 2171043004840004

Experiences

- ENGLISH TUTOR
05 November 2003- 02 January 2005
- FREELANCE TRANSLATOR (English – Indonesia)
10 January 2005 ~ 01 February 2007
- FRONT OFFICE STAFF
08 May 2007 ~ 20 February 2009, Holiday Inn Resort Batam
- TOUR GUIDE
01 March 2009 ~ 05 January 2010
- COORDINATOR AND MARKETING STAFF
01 February 2010 ~ Present, Tator Jaya Indonesia,PT.

Education

SMUN I MANGGAR-BELITUNG
06 JUNE 2003

Course, Training & Organization

- 2003~2004, General English conversation in Putra Batam
- 2005, Ms Office I (Ms Word, Ms Excel, Internet user) in Batam College
- 27th April 2005, Basic Leadership training in Tunas Karya
- Siaga Yudha English Conversation Club in Mk Kuning since 2003 ~ Present.
- 21st August 2009, RCI Procedure Manual Training Conducted by Dawn Ng.

Skills

- English well both oral & written
- Customer Service
- Operate Computer :
 1. Internet User
 2. Ms. Office Word
 3. Ms. Office Excel
 4. Ms. Office Power Point
 5. Ms. Pic Manager
 6. Paint
 7. Photoshop

Awards

- Honesty Award by Management of Holiday Inn Resort Batam
- Logistic Team by Siaga Yudha English Conversation Club

Interests

Traveling, Trekking, Camping, Reading, Swimming, etc

References

References & Certificates are available on request.