



Personal Statement

I am mostly a graphic designer, with more than 3+ years experience, who could use Adobe Creative Suite such as Illustrator, InDesign and Premiere Pro. I am also starting to understand Web Development process as I am able to use Open Journal System, Wordpress, and more.

Work Experience

Apr 2019 - Present

Editor

Edukimia, Chemistry Education Study Programme, Universitas Negeri Padang.
Padang, West Sumatra, Indonesia.

In this publisher, I act as an editor and journal manager. My role involves editing final manuscripts that have gone through revisions and reviewed by reviewers, making graphic needs, also managing the journal through front-end and back-end. I am also the one behind Edukimia's Official Social Media accounts. Until now, I have:

- Developed the website from scratch, and keep developing and managing till now.
- Edited more than 65 manuscripts.
- Designed graphic needs whether its for manuscripts, promotional materials, guides, and many more.

Aug - Dec 2020

Academic Staff

Chemistry Department, Universitas Negeri Padang.
Padang, West Sumatra, Indonesia.

In this department, I acted as an academic staff. My role associated with IT, whether its developed and managed website, designed graphic needs, managed online live events and some administrative office works. During my time, I have:

- Developed and managed the official department website.
- Designed some guides and graphic needs.
- Managed more than five live (online) events and the YouTube Channels.
- Did some office works, such as organised and scanned documents
also used Google Workspace Apps and Microsoft Office Suite.

Dec 2019

Translator and Transcriber (Volunteer)

TED Open Translation Project, Online through Amara website.

In this role, I translated the transcript from English to Indonesian, then re-timing the caption again.

During my time, I have:

- Translated one video (caption and metadata) from English to Indonesian,
and the caption has published on TED-Ed YouTube channel.

Feb - Aug 2019

Academic Staff

Faculty of Mathematics and Natural Science, Universitas Negeri Padang
Padang, West Sumatra, Indonesia

In this faculty, I acted as an academic staff. My role was analysed and presented questionnaire data, wrote some articles for website, and some administrative office works. During my time, I have:

- Analysed and reported four semester of lecturers' satisfactory questionnaires for all lecturers in the faculty.
- Made a few article published in the faculty website.
- Did some office works, such as organised and scanned documents
also used Google Workspace Apps and Microsoft Office Suite.

Education

Universitas Andalas

Padang, West Sumatra, Indonesia

Aug 2019 - Present
(On Hiatus)

Graduate Study (Master)

- Concentration: Biochemistry
- Department: Chemistry

Universitas Negeri Padang

Padang, West Sumatra, Indonesia

Aug 2013 - Mar 2018

Bachelor of Education

- Study Programme: Chemistry Education
- Department: Chemistry

Hard Skills

Graphic Design	<ul style="list-style-type: none">• Proficient in Adobe Illustrator, and Adobe InDesign.• Competent in Corel Draw.• Advanced Beginner in Adobe Photoshop, Adobe Lightroom.
Video and Audio Editing	<ul style="list-style-type: none">• Competent in Adobe Premiere Pro, and Adobe Audition.• Advanced Beginner in Adobe After Effects.
CMS, Front-End and Back-End Development	<ul style="list-style-type: none">• Competent in Wordpress, and Open Journal System (OJS).• Advanced Beginner in Blogger, and ProcessWire.• Advanced Beginner in PHP, HTML, and CSS.
Office Suite	<ul style="list-style-type: none">• Proficient in Microsoft Office Suite (Word, Excel, Powerpoint, and OneDrive), Google Workspace Apps (Docs, Sheets, Slides, Forms, Drive, and Mail).

Language Skills

Native	Indonesian and Minangkabau.
Full Professional	English (TOEFL PBT scored 570/677, and IELTS Prediction scored 6/9).
Limited Working	Korean.
Elementary	Arabic and Japanese.

Projects Experience

Feb 2021 - Present	<p>The 2nd ICChSE 2021, Chemistry Department, Universitas Negeri Padang, Padang, West Sumatra, Indonesia. In this conference, I act as part of the IT and Webmaster division. My role involves developing the website and the system throughout the conference from beginning till the end, such as submission forms, scripted emails, invoices and receipts, and many more. Until now, I have:</p> <ul style="list-style-type: none">• Developed the official website with VCMS site profile and Processwire.• Developed the database system combining Google Workspace Apps (Docs, Sheets, Forms, Mail, and Drive) for every needs from beginning till the end of the conference.
Jul - Oct 2020	<p>Journal Grant, Edukimia, Universitas Negeri Padang, Padang, West Sumatra, Indonesia. In this project, I act as part of the organizer, an instructor, a data collector and a main operator. During this project, I have:</p> <ul style="list-style-type: none">• Organised events and managed classes using Google Workspace Apps (Docs, Sheets, Forms, Classroom).• Managed official Instagram account and official website, also live events on YouTube and Google Meet.• Collected and analysed data for final report.
Dec 2019 and Jul - Aug 2020	<p>The ICChSE 2020, Chemistry Department, Universitas Negeri Padang, Padang, West Sumatra, Indonesia. In this conference, I act as a graphic designer and main operator. During this project, I have:</p> <ul style="list-style-type: none">• Designed The ICChSE logo, then prepared and managed live event on YouTube and Google Meet.
Jul - Sep 2020	<p>Inorganic Chemistry Educational Video, Universitas Negeri Padang, Padang, West Sumatra, Indonesia. In this project, I act as cameraman, video and audio editor, also YouTube Channel Manager. During this project, I have:</p> <ul style="list-style-type: none">• Recorded the learning process with camera, then mastering the audio and edit the video.• Published the video and managed YouTube Channel Manager.
Jun - Oct 2019	<p>Journal Grant, Edukimia, Universitas Negeri Padang, Padang, West Sumatra, Indonesia. In this project, I act as part of the organizer, an instructor, and a data collector. During this project, I have:</p> <ul style="list-style-type: none">• Organised and managed offline events, and using Google Workspace Apps (Docs, Sheets, Forms).• Designed graphic needs and managed official Instagram account and official website.• Delivered a topic as an instructor.• Collected and analysed data for final report.
Dec 2018 - Aug 2019	<p>AUN-QA Certification, Chemistry Education Study Programme, Universitas Negeri Padang, Padang, West Sumatra, Indonesia. In this project, I act as a graphic designer and academic/IT staff. During this project, I have:</p> <ul style="list-style-type: none">• Designed graphic needs and prospectus, also organised and compiled files and documents.• Developed Chemistry Education Study Programme website.
Apr - Oct 2018	<p>The 3rd ICOMSET and AMLI 2018, Faculty of Mathematics and Natural Science, Universitas Negeri Padang, Padang, West Sumatra, Indonesia. In this conference, I act as a graphic designer and technical operator. During this project, I have:</p> <ul style="list-style-type: none">• Designed graphic needs and acted as technical operator on the presentation and discussion session.

Achievements and Scholarships

Jul - Aug 2019	<p>Digital Talent Scholarship 2019</p> <ul style="list-style-type: none">• Given by The Ministry of Communication and Information Technology to learn AWS and Artificial Intelligence for a month.
Oct 2016	<p>Best Student in English Training Program from Faculty of Mathematics and Natural Science</p> <ul style="list-style-type: none">• English Training Program is a program targeted toward Bidik Misi scholars to enhance their English skills.
Aug 2013 - Jul 2017	<p>Bidik Misi Scholarship</p> <ul style="list-style-type: none">• Given by The Ministry of Research, Technology and Higher Education.