

EKO SULISTIYOWATI

PERSONAL PROFILE

Extremely motivated to constantly develop my skills and grow professionally.
A hard working and willing to learn person.
Open minded and excited to embrace new experience.

CONTACT DETAILS

Mobile: +62 81318319312;
sulis.ekosulistiyowati@gmail.com
Cangapan/Dk. Boto RT 72 Patalan Jetis, Bantul, Yogyakarta 55781

SKILLS AND ABILITIES

- Translating documents
- Subtitling
- Content writing
- Strong communication and interpersonal skills
- Fast learner
- Team player
- Hard working
- Motivated and dedicated

OTHER SKILLS

- Fluent in Bahasa Indonesia and Javanese, and have great command in English
- Exceptional communication and networking skills
- Successful working in a team environment, as well as independently
- The ability to work under pressure and multi-tasking
- The ability to follow instructions and deliver quality results
- Proficient in operating Microsoft Word, Excel, and Power Point
- Proficient in using the Internet and social media
- Competent in using CAT tools; Trados, MemoQ, Subtitle editor

EMPLOYMENT HISTORY

Bahasa Indonesia Language Expert

VACO Binary Semantics, LLP India | January 2018 - June 2019

Responsible for Bahasa Indonesia Language content of Google project including localization and content creation.

Data Analyst

PT ATI Business Group | December 2016 - January 2018

Responsible for doing cross examination on booking documents between client and third party, sending emails to client, and providing system support to client.

Educational Consultant

PT Wahana Semesta Ilmu (Wall Street English Indonesia) | October 2016 - December 2016

Responsible for providing consultation to students and prospective students related to study program and maintain good relation with clients and students.

Freelance Translator

PT STAR Software Indonesia | November 2013 - Present

Responsible for translating various documents from English to Bahasa Indonesia and vice versa; editing and proofreading the translated documents

ACADEMIC PROFILE

Universitas Gadjah Mada

BA in English Language and Literature, Class of 2010

- Active committee of IMAJI - Student Association of English Department
- Active member of PRASASTI - Gamelan Ensemble of English Department
- Representative member of PRASASTI for FESCO (Festival of Colors of the World) by Universiti Teknologi PETRONAS, Malaysia
- Teacher on IMAJI Teaching Program
- Participant of National Symposium of Youth and Globalization "Youth Power 2011"
- Coordinator of the committee of English Days 2011 event by English Department students

SMA N 1 Yogyakarta

Graduated Class of 2007
Science stream